



the bushland shire

creating a living environment

BUSINESS PAPER

ORDINARY MEETING

**Wednesday, 17 November, 2010
at 6.30 pm**

TABLE OF CONTENTS**AGENDA AND SUMMARY OF RECOMMENDATIONS****MAYORAL MINUTES****NOTICES OF MOTION****RESCISSION MOTIONS****MATTERS OF URGENCY****ITEMS PASSED BY EXCEPTION / CALL FOR SPEAKERS ON AGENDA ITEMS****GENERAL BUSINESS****General Manager's Division**

Item 1	GM24/10 Councils Online Tender	1
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Corporate and Community Division

Item 2	CC65/10 Councillors' Expenses and Facilities Policy - 2010 Annual Review	5
Item 3	CC72/10 2010/11 Investments and Borrowings - Report for Period Ending September 2010	8
Item 4	CC73/10 September 2010 Quarterly Review - Delivery Program 2010 - 2014 Including Operational Plan (Budget) 2010 - 2011.....	11

Environment Division

Item 5	EN48/10 2009/2010 NSROC State of the Environment Report	14
Item 6	EN49/10 Catchments Remediation Rate (CRR) Annual Expenditure Report 2009/2010	30
Item 7	EN50/10 Voluntary Planning Agreement - DA/567/2010 - 5 Maroota Way, Beecroft	34
Item 8	EN51/10 Amendment to the 2010/2011 Adopted Fees and Charges - Commercial Waste Services	37
Item 9	EN52/10 Parks Capital Works 2010-2011 September Quarter Progress Report	41
Item 10	EN53/10 Water Quality Monitoring Program - Annual Report 2009/2010.....	43
Item 11	EN54/10 Tender T23/2010: Sportsground Lighting Greenway Park, Cherrybrook	48
Item 12	EN55/10 Onsite Sewage Management Strategy.....	52
Item 13	EN56/10 Proposed Tender "Receipt and Disposal of Domestic, Green, Trade, Clean-up, Street Sweeper and Gross Pollution Trap Wastes Tender 2010"	57

Planning Division*Nil***Works Division**

Item 14	WK74/10 Works Building Services - Graffiti and Vandalism September 2010 Quarterly Report	60
Item 15	WK75/10 Engineering Services - Building Capital Works Program 2010/2011 - September 2010 Quarterly Report.....	63
Item 16	WK76/10 Works Progress Report - September 2010 Quarter - Assets Branch	65

Item 17	WK77/10 Works Progress Report - September Quarter 2010 - Design and Construction Branch.....	73
Item 18	WK78/10 Works Progress Report - September 2010 Quarterly - Traffic And Road Safety Branch	82
Item 19	WK79/10 County Drive Cherrybrook - Evaluation of Traffic Calming Trial.....	87
Item 20	WK80/10 Tender T21/2010 - Hire of Plant and Equipment	94
Item 21	WK81/10 "Wellum Bulla" - Hornsby Shire Council Materials Handling Facility Monitoring Committee	99
Item 22	WK82/10 Tender T20/2010 - Grass Cutting of Roadsides	101

SUPPLEMENTARY AGENDA

PUBLIC FORUM – NON AGENDA ITEMS

MAYOR'S NOTES

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

QUESTIONS WITHOUT NOTICE

AGENDA AND SUMMARY OF RECOMMENDATIONS

PRESENT

NATIONAL ANTHEM

OPENING PRAYER/S

Rev. Neil Dawson of Thornleigh Baptist Church, Thornleigh will be opening the meeting in prayer.

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 purposes of providing a record of public comment at the meeting, supporting the democratic process, broadening knowledge and participation in community affairs, and demonstrating Council's commitment to openness and accountability. The recordings will be made available on Council's website once the Minutes have been finalised. All speakers are requested to ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms."

APOLOGIES / LEAVE OF ABSENCE

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 20 October, 2010 be confirmed; a copy having been distributed to all Councillors.

PETITIONS

MAYORAL MINUTES

NOTICES OF MOTION

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

Page Number 1

Item 1 GM24/10 COUNCILS ONLINE TENDER

RECOMMENDATION

THAT:

1. The General Manager be authorised to finalise consultancy and tender specifications
2. A further report be submitted to Council following the evaluation of tenders received.

CORPORATE AND COMMUNITY DIVISION

Page Number 5

Item 2 CC65/10 COUNCILLORS' EXPENSES AND FACILITIES POLICY - 2010 ANNUAL REVIEW

RECOMMENDATION

THAT:

1. The amended Councillors' Expenses and Facility Policy, as attached to Report No. CC65/10, be adopted for the purpose of public exhibition.
2. If submissions are received during the public exhibition period, a further report be prepared for Council's consideration which addresses those submissions.
3. Should no submissions be received, the Policy as attached to Report No. CC65/10 be adopted.
4. A copy of the amended Policy be forwarded to the Division of Local Government.

Page Number 8

Item 3 CC72/10 2010/11 INVESTMENTS AND BORROWINGS - REPORT FOR PERIOD ENDING SEPTEMBER 2010

RECOMMENDATION

THAT the contents of the Executive Manager's Report No CC72/10 be received and noted.

Page Number 11

Item 4 CC73/10 SEPTEMBER 2010 QUARTERLY REVIEW - DELIVERY PROGRAM 2010 - 2014 INCLUDING OPERATIONAL PLAN (BUDGET) 2010 - 2011

RECOMMENDATION

THAT the September 2010 Quarterly Review of the Operational Plan (Budget) 2011/10 be received and noted.

ENVIRONMENT DIVISION

Page Number 14

Item 5 EN48/10 2009/2010 NSROC STATE OF THE ENVIRONMENT REPORT

RECOMMENDATION

THAT Council endorse the text in the DISCUSSION section of this report for inclusion in the NSROC State of the Environment Report 2009/2010.

Page Number 30

Item 6 EN49/10 CATCHMENTS REMEDIATION RATE (CRR) ANNUAL EXPENDITURE REPORT 2009/2010

RECOMMENDATION

THAT the contents of Executive Manager's Report No. EN49/10 be received and noted.

Page Number 34

Item 7 EN50/10 VOLUNTARY PLANNING AGREEMENT - DA/567/2010 - 5 MAROOTA WAY, BEECROFT

RECOMMENDATION

THAT:

1. The General Manager be authorised to execute the Voluntary Planning Agreement, deemed appropriate by Council's legal advisors.

2. A copy of the Voluntary Planning Agreement be forwarded to the NSW Department of Planning for its records.

Page Number 37**Item 8 EN51/10 AMENDMENT TO THE 2010/2011 ADOPTED FEES AND CHARGES - COMMERCIAL WASTE SERVICES****RECOMMENDATION**

THAT Council adopt the recommended changes to the 2010/2011 Fees and Charges for Commercial Waste Services as outlined in this report and in accordance with Section 610B(2) of the Local Government Act 1993.

Page Number 41**Item 9 EN52/10 PARKS CAPITAL WORKS 2010-2011 SEPTEMBER QUARTER PROGRESS REPORT****RECOMMENDATION**

THAT the contents of Executive Manager's Report No. EN52/10 be received and noted.

Page Number 43**Item 10 EN53/10 WATER QUALITY MONITORING PROGRAM - ANNUAL REPORT 2009/2010****RECOMMENDATION**

THAT Council:

1. Adopt the Water Quality Monitoring Program – 2009/10 Annual Report.
2. Endorse the consideration of options incorporating water sensitive urban design (WSUD) principles for **major** drainage infrastructure upgrades in order to reduce the impact of pollutants and the increased frequency of damaging flows on creeks in receiving waters.

Page Number 48**Item 11 EN54/10 TENDER T23/2010: SPORTSGROUND LIGHTING GREENWAY PARK, CHERRYBROOK****RECOMMENDATION**

THAT Council accept the tender of REES Electrical Pty Ltd for all work under Tender No. T23/2010: Sportsground Lighting Greenway Park Cherrybrook.

Page Number 52

Item 12 EN55/10 ONSITE SEWAGE MANAGEMENT STRATEGY

RECOMMENDATION

THAT:

1. The draft Onsite Sewage Management Strategy 2010-2012 be placed on public exhibition for four weeks.
2. A further report be presented to Council giving the results of the public exhibition.

Page Number 57

Item 13 EN56/10 PROPOSED TENDER "RECEIPT AND DISPOSAL OF DOMESTIC, GREEN, TRADE, CLEAN-UP, STREET SWEEPER AND GROSS POLLUTION TRAP WASTES TENDER 2010"

RECOMMENDATION

THAT Council endorse the calling of tenders for the "Receipt and Disposal of Domestic, Green, Trade, Clean-up, Street Sweeper and Gross Pollution Trap Waste 2010"

PLANNING DIVISION

Nil

WORKS DIVISION

Page Number 60

Item 14 WK74/10 WORKS BUILDING SERVICES - GRAFFITI AND VANDALISM SEPTEMBER 2010 QUARTERLY REPORT

RECOMMENDATION

THAT the contents of Executive Manager's Report No. WK74/10 be received and noted.

Page Number 63

Item 15 WK75/10 ENGINEERING SERVICES - BUILDING CAPITAL WORKS PROGRAM 2010/2011 - SEPTEMBER 2010 QUARTERLY REPORT

RECOMMENDATION

THAT the contents of Executive Manager's Report No. WK75/10 be received and noted.

Page Number 65**Item 16 WK76/10 WORKS PROGRESS REPORT - SEPTEMBER 2010 QUARTER
- ASSETS BRANCH****RECOMMENDATION**

THAT the contents of Executive Manager's Report No. WK76/10 be received and the progress of the 2010/11 Assets Branch Programmes for the September 2010 quarter be noted.

Page Number 73**Item 17 WK77/10 WORKS PROGRESS REPORT - SEPTEMBER QUARTER 2010
- DESIGN AND CONSTRUCTION BRANCH****RECOMMENDATION**

THAT the contents of Executive Manager's Report No. WK 77/10 be received and noted.

Page Number 82**Item 18 WK78/10 WORKS PROGRESS REPORT - SEPTEMBER 2010
QUARTERLY - TRAFFIC AND ROAD SAFETY BRANCH****RECOMMENDATION**

THAT Council endorse the activities undertaken by the Traffic and Road Safety Branch for the period 1 June 2010 to 30 September 2010.

Page Number 87**Item 19 WK79/10 COUNTY DRIVE CHERRYBROOK - EVALUATION OF
TRAFFIC CALMING TRIAL****RECOMMENDATION**

THAT:

1. The traffic calming trial on County Drive, Cherrybrook be concluded and the results of the trial referred to the Local Traffic Committee for a recommendation, with Council's advice that the trial arrangement has been shown to have achieved its objectives,
2. Subject to there being no objections from the Police and/or RTA representatives on the Committee, the current linemarking and associated arrangements on County Drive remain for the time being,
3. Council endorse the proposed alternate cycleway proposal along David Road and Purchase Road for detailed evaluation, consultation and referral to the Local Traffic Committee for a recommendation.

Page Number 94**Item 20 WK80/10 TENDER T21/2010 - HIRE OF PLANT AND EQUIPMENT****RECOMMENDATION**

THAT Council accept the tender from each of the following suppliers for Tender T21/2010 - Hire of Plant and Equipment, and prepare an eligibility list from which offers to hire will be made as and when required, for a two year period.

A& A Plant Hire
AMS Excavations
Anova Constructions
Australian Grader Hire
C&J Galea Haulage
Country Improvements
EarthCorp
HA & WI Black
Joes Excavations
Ken Coles Excavations
KG & PK Daly Excavations
Mark Woodbury Contracting
Mistral Plumbing
M P Schultz Excavations
Navacrest
N & M Excavations
Paverite Excavations
Raygal
Regal Excavations
Sharpe Bros
Speter
T&F Plant Hire
U-DO-IT Excavations
Universal Mobile Tower Hire
Hire One
P & M Galea
Acclaimed Plant Hire
Allards Plant Hire Pty Ltd
APEC
Aqua Assets
Charter Contracting
E&B Tipper Hire
Keeden Contracting
S&M Spiteri Constructions
Schembris Earthmoving
The Water Cart Specialists

Page Number 99

**Item 21 WK81/10 "WELLUM BULLA" - HORNSBY SHIRE COUNCIL
MATERIALS HANDLING FACILITY MONITORING COMMITTEE**

RECOMMENDATION

THAT Council note the attached Minutes of Meeting 3/10 of "Wellum Bulla" – Hornsby Shire Council Materials Handling Facility Monitoring Committee held on 14 October 2010.

Page Number 101

Item 22 WK82/10 TENDER T20/2010 - GRASS CUTTING OF ROADSIDES

RECOMMENDATION

THAT Council accepts the following tenders for Tender No. T20/2010: Grass Cutting of Roadsides:

1. "House Without Steps" for sites in Zone 1 (north of Thornleigh).
2. Luhrmann Environment Management for sites in Zone 2 (south of Thornleigh)

SUPPLEMENTARY AGENDA

PUBLIC FORUM – NON AGENDA ITEMS

MAYOR'S NOTES

QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

QUESTIONS WITHOUT NOTICE

1 COUNCILS ONLINE TENDER

EXECUTIVE SUMMARY

At the 20 October 2010 Ordinary Meeting, Council deferred consideration of Report No GM23/10 such that details could be provided about whether progression of the Councils Online (COL) Tender process may place constraints on a review of Council's Internal Services.

The review of Internal Services, which was referenced in the Matter of Urgency No MOU22/10 at the same Ordinary Meeting, aims to provide Council with an independent view of the current performance of the organisation's internal services with a particular emphasis on long term trends in workload, in particular the implication of increasing use of electronic forms and online services; changing workloads, number and type of staff required to undertake this work; and layers of management layers required to support this changing workload. This does not include a review of Council's corporate applications systems as this was undertaken by Council as part of the COL Syndicate in 2009.

The review by the COL Syndicate confirmed that an upgrade to the existing COL application suite should be undertaken. Three of the Syndicate Councils (Hornsby, Lake Macquarie and Wyong) participated in the upgrade, while Parramatta and Randwick Councils decided on different future directions in respect of their information technology requirements. The corporate systems upgrade project was completed in March 2010 and provides Council with a current, fully supported, stable hardware and software computing environment for many years to come.

The COL Tender process is not proposed to tender for the wholesale replacement of Council's current corporate application software. The tender will be for datacentre and telecommunications infrastructure, infrastructure management, application management and syndicate support, either separately or as a packaged solution. It is envisaged that such a tender process, when evaluated, will provide opportunities for significant savings to Council on an ongoing basis.

Based on the above, it is not considered that the COL Tender Process will place constraints on the Internal Service Reviews which are due to be undertaken over the coming months. It is recommended, therefore, that the General Manager be authorised to finalise consultancy and tender specifications; and a further report be submitted to Council following the evaluation of tenders received.

PURPOSE/OBJECTIVE

The purpose of this Report is to respond to Council's resolution in respect of Report No GM23/10 – Councils Online Tender at the 20 October 2010 Ordinary Meeting which requires that information be made available about whether progression of the Tender may place constraints on a separate Council resolution dealing with a review of Council's Internal Services.

DISCUSSION

At the 20 October 2010 Ordinary Meeting, Council considered Report No GM23/10 (copy attached) and resolved:

THAT consideration of General Manager's Report No. GM23/10 be deferred to the November 2010 Ordinary or Workshop Meeting such that details can be provided about whether progression of the tender may place constraints on Council's resolution in respect of Matter of Urgency No. MOU22/10 dealt with earlier in this meeting.

In this regard, Council's resolution in respect of Matter of Urgency No MOU22/10 at the 20 October 2010 Ordinary Meeting was that:

- 1. A review of Council's internal services be undertaken by appointing an external consultant within the next 60 days.*
- 2. The Manager, Financial Services obtain quotes from three consultants and the results be reported to the November 2010 Ordinary or Workshop Meeting in order to proceed with the review as soon as possible thereafter. Budget is to be determined by the quotes.*
- 3. The review is to include all departments of Council and make recommendations of staff levels, service levels and structural changes with an end goal of increased productivity and cost savings of a minimum of 5% of budget.*

Provision of Information Technology (IT) Services

There are two aspects to the provision of Information Technology (IT) Services to Council being the selection of a suite of corporate application software to fulfil the organisation's requirements and the method of provision of hardware and software environment to operate the applications.

The COL Tender process is proposed to focus on the method of providing the hardware and software environment to operate the applications. The scope of the proposed engagement of an external consultant does not include a review of Council's corporate applications systems and resulting business processes. The reason for this is that a corporate applications software review was undertaken by Council as part of the Councils Online Syndicate in 2009. That review is further discussed below.

Councils Online (COL) Tender Process

The COL Tender process is not proposed to tender for the wholesale replacement of Council's current corporate application software. The tender will be for datacentre and telecommunications infrastructure, infrastructure management, application management and syndicate support, either separately or as a packaged solution.

The reasoning for this type of tender proposal is that, in early 2009, the COL Syndicate undertook a comprehensive strategic review of the market place to understand indicative costs and corporate software applications available to replace the COL solution including corporate software. From this work it was confirmed that an upgrade to the existing COL application suite should be undertaken by the Syndicate. Three Councils (Hornsby, Lake Macquarie and Wyong) participated in the upgrade, while Parramatta and Randwick Councils decided on different future directions in respect of their information technology requirements.

The corporate systems upgrade project was completed in March 2010 and provides Council with a current, fully supported, stable hardware and software computing environment for many years to come.

The COL Tender process is proposed to concentrate on the method for the provision of the hardware and software environment to operate the applications. It will focus upon a Baseline solution with the provision of an equivalent COL solution (i.e. same application portfolio, equivalent infrastructure and support services) with additional Service Oriented Architecture (Middleware) replacing the existing point-to-point integration methods. Other variations will also be sought and considered

Review of Internal Services

The review of Internal Services referenced in the resolution emanating from the Matter of Urgency No MOU22/10 aims to provide Council with an independent view of the current operational performance of the organisation's internal services, with a particular emphasis on:

- The long term trends in workload. In particular, there is a need to consider the implications of an increasing use by customers of various forms of electronic and online services.
- In light of the changing workloads, the number and type of staff required to undertake this work.
- The layers of management needed to support this changing workload.

As mentioned the scope of COL Tender and the proposed engagement of an external consultant does not include a review of Council's corporate applications systems and resulting business processes. It will concentrate on the provision of the hardware and software environment to operate the applications with a focus upon a Baseline solution with the provision of an equivalent COL solution.

It is considered that this approach is exactly what is envisaged by the adopted Matter of Urgency and, when evaluated, hopefully will provide opportunities for significant savings to Council on an ongoing basis. To reinforce the correctness of any future approach by Council relevant information will be obtained from Randwick and/or Parramatta City Councils and analysed before a final tender recommendation is submitted for adoption by Council.

Based on the above, it is not considered that the COL Tender Process will place constraints on the Internal Service Reviews which are due to be undertaken over the coming months. By having both projects running in parallel staff can manage resources to ensure both projects are successful and provide cost savings and benefits to the organisation.

BUDGET

There are no budget implications at this stage as consultancy and tender costs will be met from existing COL budgets and resources.

POLICY

There are no policy implications associated with this Report.

CONSULTATION

There has been consultation with the Executive Manager, Corporate and Community and the Manager, Information Systems in 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 officer responsible for the preparation of this Report is the Manager, Information Systems – Mr Craig Munns. He can be contacted on 9847-6983.

RECOMMENDATION

THAT:

1. The General Manager be authorised to finalise consultancy and tender specifications
2. A further report be submitted to Council following the evaluation of tenders received.

ROBERT BALL
General Manager
General Manager Division

Attachments:

1. Councils Online Tender Report - October Ordinary Meeting

File Reference: F2010/00561
Document Number: D01522881

2 COUNCILLORS' EXPENSES AND FACILITIES POLICY - 2010 ANNUAL REVIEW

EXECUTIVE SUMMARY

In accordance with Section 252 of the Local Government Act, Council is required to review its policy regarding the payment of expenses and provision of facilities to Councillors on an annual basis. Once such review is complete, the updated policy is required to be forwarded to the Division of Local Government (DLG).

A thorough review of Council's current Councillors' Expenses and Facilities Policy has been completed and the updated draft Policy is included in the attachment to this Report, with proposed amendments shown in *track changes*. The review of the Policy has regard to the "Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW", which was last issued by the DLG in October 2009.

It is recommended that Council adopt the attached draft Policy for the purpose of public exhibition and a copy of the Policy be provided to the DLG.

PURPOSE/OBJECTIVE

The purpose of this Report is to comply with Section 252 of the Local Government Act; provide Council with the opportunity to consider the proposed amendments to its Councillors' Expenses and Facilities Policy; and seek Council's endorsement of the amended Policy for the purpose of public exhibition.

DISCUSSION

Council's last review of the Councillors' Expenses and Facilities Policy occurred in December 2009. Having regard to the provisions of Section 252 of the Local Government Act and Circular No. 09-36 and associated Guidelines issued by the DLG, the 2010 annual review of the Policy has now been completed. It is noted that Circular No. 09-36 requires councils to submit their expenses and facilities policies to the DLG by 30 November each year.

The 2010 annual review of the Policy has resulted in a small number of recommended minor variations, each of which are shown in *track changes* in the attached draft Policy. The most significant variation is the inclusion of an additional paragraph at the end of the Policy dealing with the process to be followed in dealing with disputes which may arise through the application of the Policy. This variation has been included to ensure that specific requirements detailed in Circular No. 09-36 and associated Guidelines are met. In addition, there is a proposed deletion of a paragraph in Section 4 b) to eliminate repetition, as well as some minor grammatical and formatting changes throughout the document.

Section 253 of the Local Government Act requires that Council give public notice of its intention to amend a policy for the payment of expenses or provision of facilities to Councillors, allowing 28 days for the lodgement of public submissions. The Guidelines issued by the DLG state that public notice must be given prior to the annual policy adoption

process, even if the proposed amendments are not substantial. As such, a public exhibition process in respect of the amended draft Policy is required to be undertaken.

In this regard it is noted that in accordance with Council's Policy – Public and Community Input – the period between 20 December and 20 January is not to be counted as part of the exhibition period. Taking this into account, the timelines associated with the public exhibition process for this Policy will not conclude until February 2011. If submissions are received during the public exhibition process, a further report will be prepared for Council's consideration.

BUDGET

An allocation exists within Council's adopted budget for the payment of Councillor expenses and facilities that fall within the provisions of the subject Policy.

POLICY

This Report proposes amendments to the Councillors' Expenses and Facility Policy. Should Council resolve to adopt the amended Policy for the purpose of public exhibition, the public exhibition process will be undertaken having regard to Council's Public and Community Input Policy.

CONSULTATION

The preparation of this Report has had regard to DLG Circular 09-36 of 7 October 2009 and the associated Guidelines. Consultation has taken place with relevant staff members.

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 responds to legislative requirements and does not propose any actions which require a sustainability assessment, no Triple Bottom Line considerations apply.

RESPONSIBLE OFFICER

The officers responsible for the preparation of this Report are the Manager, Administration Services Branch – Robyn Abicair, and the Acting Administration Coordinator – Scott Allen. They can be contacted on 9847 6608 and 9847 6609 respectively.

RECOMMENDATION

THAT:

1. The amended Councillors' Expenses and Facility Policy, as attached to Report No. CC65/10, be adopted for the purpose of public exhibition.
2. If submissions are received during the public exhibition period, a further report be prepared for Council's consideration which addresses those submissions.

3. Should no submissions be received, the Policy as attached to Report No. CC65/10 be adopted.
4. A copy of the amended Policy be forwarded to the Division of Local Government.

ROBYN ABICAIR
Manager - Administration Services
Corporate and Community Division

GARY BENSLEY
Executive Manager
Corporate and Community Division

Attachments:

1. Draft Councillors' Expenses and Facilities Policy

File Reference: F2006/00032
Document Number: D01502749

3 2010/11 INVESTMENTS AND BORROWINGS - REPORT FOR PERIOD ENDING SEPTEMBER 2010

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 schedules 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 2010 was \$399,000 compared to the budgeted income for the same period of \$320,000. Of the investment income earned, 34% relates to externally restricted funds (such as those collected under Section 94 of the Environmental Planning and Assessment Act), and is required to be allocated to those funds.

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 (which was last reviewed by Council at its 8 April 2009 Ordinary Meeting).

DISCUSSION

Council's Investment Performance - September 2010

- The At-Call and Term Deposits achieved an annualised return of 5.61% for the month compared to the benchmark of 4.50%.
- NSW T-Corp Long Term Growth Facility achieved a marked to market annualised return of 31.86% for the month compared to the benchmark of 53.77%. 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 2010 is \$1.024 million.
- 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 6.74% for the month compared to the benchmark of 4.61%. The current market value for this investment category as at 30 September 2010 is \$1.960 million.
- Direct investments in CDO's achieved an annualised return of 5.99% for the month compared to the benchmark of 4.61%. The current market value for this investment category as at 30 September 2010 is \$2.470 million.

- The Capital Guaranteed Notes achieved an annualised return of 0.36% for the month compared to the benchmark of 4.61%. With the exception of the Longreach PIU Fund, the Capital Protected Notes coupons have not been accrued. The current market value for this investment category as at 30 September 2010 is \$4.807 million.

For total investments, the annualised return for September 2010 was 5.54% compared to the benchmark of 5.71%. It is noted that for 2010/11 year to date, the annualised return is 5.17% compared to the benchmark of 5.15%.

Economic Commentary

*Reserve Bank of Australia, Media release 5 October 2010
Statement by Glenn Stevens, Governor: Monetary Policy Decision*

At its meeting today, the Board decided to leave the cash rate unchanged at 4.5 per cent.

The global economy grew faster than trend over the year to mid 2010, but will probably ease back to about trend pace over the coming year. Recent information is consistent with a more sustainable, but still strong, pace of growth in China and most of the Asian region. In Europe and the United States, growth prospects appear to be modest in the near term, a legacy of the financial crisis and its impact on private and public finances. Financial markets are still characterised by a degree of uncertainty, and are responding both to differences in growth outlooks between regions and evident strains on public finances and banking systems in several smaller countries in Europe. Most commodity prices have changed little over recent months, and those most important to Australia remain very high.

Information on the Australian economy shows growth around trend over the past year. Public spending was prominent in driving aggregate demand for several quarters but this impact is now lessening, while the prospects for private demand, and in particular business investment, have been improving. This is to be expected given the large rise in Australia's terms of trade, which is now boosting national income very substantially.

Asset values are not moving notably in either direction, and overall credit growth is quite subdued at this stage, notwithstanding evidence of some greater willingness to lend. Inflation has moderated from the excessive pace of 2008. The effects of the rise in tobacco taxes aside, CPI inflation has been running at around 2¾ per cent over the past year. That looks likely to continue in the near term.

The current stance of monetary policy is delivering interest rates to borrowers close to their average of the past decade. The Board regards this as appropriate for the time being. If economic conditions evolve as the Board currently expects, it is likely that higher interest rates will be required, at some point, to ensure that inflation remains consistent with the medium-term target.

Borrowings

In respect of borrowings, the weighted average interest rate payable on loans taken out from 2001 to 2010, based on the principal balances outstanding, is 6.81%. The Borrowings Schedule as at 30 September 2010 is attached for Council's information.

BUDGET

Total investment income for quarter ending September 2010 was \$399,000. The budgeted

income for the same period was \$320,000. A variation to the investment budget will be considered in the September 2010 Quarterly Budget Review (refer to Report CC73/10 - 2010/11 Management Plan and Budget). Approximately 34% of the investment income 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 CC72/10 be received and noted.

GLEN MAGUS
Manager - Financial Services
Corporate and Community Division

GARY BENSLEY
Executive Manager
Corporate and Community Division

Attachments:

1. HSC Investment Portfolio as at 30 September 2010
2. HSC Borrowings Schedule as at 30 September 2010

File Reference: F2004/06987
Document Number: D01516781

4 SEPTEMBER 2010 QUARTERLY REVIEW - DELIVERY PROGRAM 2010 - 2014 INCLUDING OPERATIONAL PLAN (BUDGET) 2010 - 2011

EXECUTIVE SUMMARY

Accountable organisations like Council review their budget and operational performance each quarter. In this regard, the September 2010 Quarterly Review of the Delivery Program 2010 – 2014, including the Operational Plan (Budget) for 2010/11 is attached.

The 2010/11 Original Budget forecast a deficit at 30 June 2011 of \$802K. The September 2010 Quarter Review has resulted in positive budget changes totalling \$813K. The amended 2010/11 Budget forecast at 30 June 2011 is, therefore, a surplus of \$11K.

This liquidity result is satisfactory in maintaining Council's current working funds position.

The operational performance of the organisation has been in line with the service delivery standards adopted by Council.

PURPOSE/OBJECTIVE

The purpose of this Report is to present for Council's consideration the September 2010 Quarterly Review of the Delivery Program 2010 – 2014, including the Operational Plan (Budget) for 2010/11.

DISCUSSION

Operational comment

On 10 June 2010 Council adopted its 2010 – 2014 Delivery Program which included the 2010/11 Operational Plan and 2010/11 Fees and Charges. The Delivery Program 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

The attached graphs demonstrate satisfactory operational performance during the September 2010 Quarter.

Budget comment

This Review includes the first quarter results for 2010/11, 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 \$1.129

Million as compared to the September 2010 Quarter Budget. This variance has largely been the result of the timing differences of project related works and the initial phasing of the 2010/11 Budget.

The 2010/11 Original Budget forecast a deficit at 30 June 2011 of \$802K. The September 2010/11 Review has resulted in positive budget changes totalling \$813K. The amended 2010/11 Budget forecast at 30 June 2011 is, therefore, a surplus of \$11K.

The recommended budget changes for the September 2010 Quarter Review are:

- -\$150K – Reduction in net costs associated with Aquatic Centre operations
- -\$123K – Reduction in labour related costs
- -\$260K – Increase interest on investment returns
- -\$345K – Increase in Financial Assistance Grant income
- -\$190K – Reduction in Internal Loan repayments - Loan being paid off in 2009/10
- +\$150K – Increase in costs (above CPI) associated with NSW Fire Brigade and State Emergency Service contributions
- +\$105K – Increases in other costs

Based on inflows and outflows of funds, the forecast budget result at 30 June 2011 is a surplus of \$11K. This liquidity result is satisfactory in maintaining Council's current working funds position.

It is noted that the General Manager has asked each Division to review their expenditure and revenue budgets in subsequent quarterly reviews, having regard to the provision of reasonable service levels and community expectations, in an attempt to identify funds which can be allocated towards Council's ageing infrastructure.

BUDGET

This Report provides the September 2010 Quarterly Review of the 2010/11 Operational Plan (Budget).

POLICY

There are no specific policy implications associated with this Report.

CONSULTATION

All Divisions and appropriate staff have had input into the September 2010 Quarterly 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 2010 Quarterly Review of the Operational Plan (Budget) 2011/10 be received and noted.

GARY BENSLEY
Executive Manager
Corporate and Community Division

ROBERT BALL
General Manager
General Manager Division

Attachments:

1. 1st Quarter Review - September 2010 – Attachment Printed Separately

File Reference: F2009/00617
Document Number: D01518572

5 2009/2010 NSROC STATE OF THE ENVIRONMENT REPORT

EXECUTIVE SUMMARY

The 2009/2010 NSROC Regional State of the Environment Report –Supplement describes the progress Council made in 2009/10 regarding environmental issues such as sustainability, human settlement, energy, waste, water management and bushland. This report should be read in conjunction with the more substantive 2008/2009 NSROC Regional State of the Environment Report. These reports provide the regional community with a greater understanding of the current state, pressures and responses to the environment.

A cross-check of environmental performance against NSROC Regional Sustainability Plan 2009-2014 highlights a number of trends. Council has repeatedly achieved excellent results and continues to maintain its high standard in community services, heritage management; water and energy conservation. The trend for bushland conservation is mixed, with some areas improving or at least stabilising and other areas, such as tree canopy coverage, declining, presumably as a result of urban development.

Development, transport and infrastructure areas continue to pose challenges. Hornsby Shire's growing population creates more and more challenges for waste collection and waste management, the provision of open space, and the provision of local employment opportunities. Achievement of the goals expressed in the in NSROC Regional Sustainability Plan 2009-2014 are unlikely without the introduction of additional waste treatment technologies and facilities and the provision of funds to increase recreational opportunities. Increased local employment opportunities depend on market pressures and State Government intervention.

Due to budget and staff constraints there were considerably less environmental programs/projects run by Council to educate the community and businesses. Two Sustainable Business Programs have been discontinued. Council's environmental expenditure of \$276 per capita is below the NSROC regional average of \$328 per capita.

As a region, we continue to benefit from sharing ideas on sustainability reporting, swapping of environmental practices and innovative ideas and practices. An example of this collaboration is the grant funded *Greenstyle* program.

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 2009/2010. The NSROC SoE Report is due to the Minister for Local Government by 30 November 2010.

DISCUSSION

The Northern Sydney Regional Organisation of Council's 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 cooperatively 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 NSROC Councils 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 Council's and the community.

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

This 2009/10 Supplementary NSROC Regional State of the Environment Report builds on the Council's environmental record reported in the 2008/09 NSROC Regional State of the Environment Report and will have to be read in conjunction with the 2008/09 report.

The 2009/10 State of the Environment (SoE) Report highlights that Council is making good progress towards sustainability in corporate and community action, waste reduction, bushland protection, energy and water use. The SoE Report is a legislative requirement, which assesses the Shire's natural and built environments and is a strategic tool that assists in the planning of future actions to keep the Shire healthy. It assists in identifying environmental pressures across the Council area and enables Council to develop responses that can have a positive effect across various environmental and social issues.

Key Findings for Hornsby Shire

Towards Environmental Sustainability

Council has implemented many programs to ensure that it has its own house in order in terms of environmental performance. Twenty eight programs have been implemented, including:

- Green Procurement
- Hornsby Shire 2020 – Our Framework for a Sustainable Future
- Climate Change Adaptation Program
- Quadruple Bottom Line decision making
- Total Water Cycle Management
- Waste Minimisation

Council's environmental expenditure of \$276 per capita is below the NSROC regional average of \$328 per capita and considerably less than Willoughby City Council's \$465 per capita, North Sydney Council's \$439 per capita and Ryde City Council's \$438 per capita. Hornsby Shire Council is the only council in the NSROC region to reduce its environmental expenditure per capita from the levels recorded in 2008/2009.

Compared to previous years Council has implemented fewer environmental programs/projects due to budget and staff constraints.

The table below provides a preliminary cross check of environmental performance against the NSROC Regional Sustainability Plan, which sets general environmental goals over a five year period from 2009-2014. The trends shown in the table are solely for Hornsby Shire Council.

NSROC Regional Sustainability Plan 2009-2014 targets – Hornsby Trends		
Issues	Goals	Trend
1. Climate Change and Energy Consumption	<p>Reduce energy Consumption</p> <ol style="list-style-type: none"> 1. Reduce non-renewable energy use <p>Reduce GHG emissions</p> <ol style="list-style-type: none"> 2. Reduce emissions by Council 3. Reduce emissions by the community <p>Adapt to Climate Change</p> <ol style="list-style-type: none"> 4. Plan to adapt to Climate Change 	<p>Improving</p> <p>Improving</p> <p>Unknown</p> <p>In process</p>
2. Development and Built Environment	<p>Manage development sustainably</p> <ol style="list-style-type: none"> 1. Avoid overdevelopment 2. Minimise impacts of medium/high density housing on infrastructure and the community 3. Maintain and increase open space <p>Increase sustainable building</p> <ol style="list-style-type: none"> 4. Adopt and champion sustainable building practices for both new buildings and retrofits <p>Provide adequate infrastructure overall</p> <ol style="list-style-type: none"> 5. Ensure adequate infrastructure overall 	<p>Standard maintained</p> <p>Standard maintained</p> <p>Stagnant</p> <p>Standard maintained</p> <p>Standard maintained</p>
3. Water and Sewerage	<p>Save water</p> <ol style="list-style-type: none"> 1. Increase recycling by Council and businesses 2. Increase on-site and household water capture and storage 3. Increase use of grey water 4. Increase sewer mining 5. Support water sensitive urban design (WSUD) <p>Improve water quality and health</p> <ol style="list-style-type: none"> 6. Improve water quality 7. Improve public health and reduce damage to waterways 	<p>Improving</p> <p>Increasing</p> <p>Increasing</p> <p>Stagnant</p> <p>Improving</p> <p>Improving</p> <p>Improving</p>
4. Sustainable Businesses	<p>Help businesses be more sustainable</p> <ol style="list-style-type: none"> 1. Educate businesses 2. Save water in businesses 3. Businesses to prepare and implement sustainability plans <p>Recognise and encourage business sustainability</p> <ol style="list-style-type: none"> 4. Implement Region-wide sustainability business rating scheme 	<p>Increasing</p> <p>Increasing</p> <p>Stagnant</p> <p>N/A</p>
5. Biodiversity Conservation and Protection	<p>Improve terrestrial and aquatic biodiversity</p> <ol style="list-style-type: none"> 1. Improve the ecological integrity of native bushland and aquatic habitats 2. Protect undeveloped rural and urban land and habitats 3. Consolidate and/or expand canopy cover and native floral diversity 4. Improve the health of our rivers and creeks <p>Demonstrate improvement</p> <ol style="list-style-type: none"> 5. Generate ways to assess and monitor biodiversity 	<p>Stabilising</p> <p>Improving</p> <p>Deteriorating</p> <p>Stabilising</p> <p>Increasing</p>
6. Resource Recovery and Waste Avoidance	<p>Reduce waste</p> <ol style="list-style-type: none"> 1. Reduce solid waste – move towards exporting near-zero waste from Region 2. Reduce green / organic waste 	<p>Stagnant</p> <p>Stagnant</p>
7. Transport and Traffic	<p>Improve sustainable transport options</p> <ol style="list-style-type: none"> 1. Greater use of public transport to reduce use of private cars 2. Increase healthy methods of travel (e.g. walking and cycling for local commuting) to reduce car use and improve community health 3. Maximise job retention and working from home to reduce car use and improve community 	<p>Increasing</p> <p>Increasing</p> <p>Increasing</p>

The Sustainable Procurement Committee at Hornsby Shire Council is currently working to ensure that sustainable procurement becomes standard practice. Staff responsible for purchasing have been provided with training to ensure sustainability criteria are addressed during the purchasing and tendering process. A sustainable procurement survey was conducted in 2009/10 to identify the knowledge of council staff concerning sustainable procurement, the Sustainable Procurement Committee and suitable information sources on sustainable procurement. The survey found that further training on sustainable procurement would be beneficial and that Council's intranet and emails were be the preferred source of information.

Council has partnered Sydney Water in the Council Partnership Pilot Program (CPPP) targeting small to medium water using (SMWU) businesses using between 10KL and 80KL per day. Project officers work with the businesses to implement water saving initiatives to reduce their water use by 15%. The program started in November 2009 and has engaged five businesses since then.

The Business Energy Savings Program and Green Business Energy Savings Program were discontinued in early 2010 but council officers are still using every contact to educate businesses on more sustainable practices.

The Brooklyn and Dangar Island Sewerage Scheme was announced by the New South Wales government in 1997. In 2000, Sydney Water prepared an Environmental Impact Statement (EIS) for the proposed scheme and a supplement to the 2000 EIS was approved by the Minister for Planning in March 2006. A low pressure sewerage scheme was chosen to service the villages of Brooklyn and Dangar Island. Sydney Water commenced construction of the scheme in April 2006 and liaised with Hornsby Shire Council regarding connections to the system. Connections to the sewerage system were available for residents from 2008. To date approximately 97% of properties have connected to the sewerage system. Of those properties not connected, many are earmarked for future development. In accordance with the *Brooklyn and Dangar Island Sewerage Scheme Connection Policy*, properties are required to be connected to the sewer or the on-site sewerage management system at the property is to be upgraded to meet best practice on-site sewage management. Council's Environmental Sustainability and Health Team, in conjunction with Sydney Water, has been encouraging owners of unconnected properties to comply with the connection policy and also coordinating the decommissioning of septic systems at the connected properties.

The Mount Kuring-gai Sewerage Scheme includes approximately 80 lots in the Mount Kuring-gai Industrial Estate. All lots are zoned industrial except for one residential property. Construction of the sewerage system for the Mount Kuring-gai Industrial Area was completed by late 2008. Council's Environmental Sustainability Team is working in partnership with Sydney Water to facilitate connections of properties to the sewerage system. In 2008-2010 eight estates were connected to the sewerage system. *The Mount Kuring-gai Sewerage Scheme Connection Policy* requires all industrial, commercial and residential properties to connect to Sydney Water's sewer within two years of the sewer being made available.

Council's Food Inspection Program requires mandatory food safety inspections of retail and service food businesses. Those that are categorised as high and medium risk due to the food prepared and service provided are required to be inspected each year. A total of 444 inspections were completed and of these 200 achieved a satisfactory rating at their initial inspection. Any non-compliance with even one designated high risk food safety priority means they are required to have an automatic reinspection until this compliance is achieved.

A total of 247 reinspections were completed and 32 second reinspections. Officers undertake graduated enforcement actions depending on the deemed risk to public health and safety.

Human Settlement

Council has the highest number of residential Development Applications in the NSROC region but only 9.4% of land use is classed as residential. This presents a major challenge to sustainable planning trying to balance the conflicting land use issues. For example, in the provision of housing, Council must have regard to the Shire's environmental and community needs. Consideration needs to be given to issues such as appropriate urban form and design, conserving environmentally sensitive areas, accommodating population growth and catering for community desires. To minimise impacts of medium/high density housing Council continued locating additional development under the Housing Strategy within close proximity of railway stations, high frequency transport nodes and existing services.

The commencement of the Commercial and Industrial Sustainability Review regarding sustainable building practices has been deferred pending the completion of the Federal Government's sustainability review of the Building Code of Australia.

Heritage

Council has the largest number of identified and registered Aboriginal sites in the NSROC region. These sites include rock-shelters, midden and engravings.

Council's is proud of its most recent achievements involving the identification, documentation, promotion and conservation of heritage assets within the Shire including the following:

- Council reviewed the Heritage Committee Constitution, increasing the number of technical representatives to up to four members.
- Council requested the gazettal of the findings of Heritage Review Stage 4, involving an independent heritage assessment of numerous sites.
- Local heritage assistance funds were allocated towards 10 projects providing kick-start assistance for works exceeding \$176,540. With annual assistance equalling \$60,000, Council has one of the highest valued funds of NSW councils. Since 1995, 172 projects valued at over \$2.1 million have been supported.
- Council has been conserving Bar Island, a small island in the lower Hawkesbury River which is listed on the Register of the National Estate. Council recently installed interpretive signs informing the community about the Island's Aboriginal, European and natural heritage.
- Council commenced a significant project to restore the Hornsby Depression Era Heritage Steps. The detailed survey and conservation specifications will be used to commence restoration of the steps.
- Council surveyed all its cenotaphs, identifying work required to restore each cenotaphs, many of which are heritage listed.
- The Hornsby Shire Heritage Festival this year included free and subsidised activities including:
 - *The Making of Our Nation Exhibition* by the Hornsby Shire Historical Society, in conjunction with Council's Local Studies Library.
 - *Aboriginal Heritage Walk, Old Peats Ferry Road, Brooklyn* led by a local Research Historian and Aboriginal guide.

- *Fagan Park Open Day, Galston* organised by the Friends of Fagan Park, including opening of heritage precinct buildings and demonstrations of working farm machinery.
- *Heritage Walk/Talk - Hornsby Railways* led by a member of Council's Heritage Committee, outlining the history and importance of the railway in developing the Shire
- *Hawkesbury River Boat Trip, Brooklyn* guided by a local historian, followed the historic development of the Hawkesbury River settlements.
- *The Heritage Awards Program* acknowledged recent work undertaken on places of cultural heritage significance and efforts to educate the community on heritage within Hornsby Shire.
- Council is co-ordinating the adaptive reuse of Wallarobba, a Federation house built in 1903 and occupied by Alfred R. Parker, a Councillor of Hornsby Shire (1926-30) and Lord Mayor of Sydney (1934). The heritage building will be used as an arts/cultural facility whilst enhancing, where possible, the heritage of the site.

Urban Planning/Transport

Transport continues to be a key economic social and environmental concern in the Hornsby Shire. Extensive details on current transport arrangements in the region are outlined in the 2008/2009 NSROC SoE Report. In May 2010 the NSW Government released a metropolitan transport plan. The plan included various infrastructure proposals based on the intention to shift more people to public transport options. However for the NSROC and surrounding regions the proposals fell considerably short and this was communicated to the State Government in an extensive submission.

Nevertheless, the use of public transport, healthy methods of travel (e.g. walking and cycling) has increased in Hornsby Shire reducing the use of private cars. Job retention and working from home has also become more popular reducing car use and improving communities.

Waste

In 2009/2010 50% of all materials collected were recycled from the domestic waste collection service. There has been a small increase in the total number of tonnes of resources sent to landfill in 2009-2010. Taking into consideration the population growth, the amount of waste per person has increased by only a very small amount of 1kg per person per year. It is unlikely that further significant increases will be achieved past this point without the introduction of additional waste treatment technologies and facilities.

Council has continued to use the "Bin Crew" in all promotional material to help achieve recognition with the waste reduction messages delivered to the community at events and displays. Returned to Glory, a recycled art competition, has been included in the 2009/10 NSROC SoE Report as a case study. Council's Waste Team invites artists to submit work which demonstrates the concept of resource recovery – turning waste into a resource through the use of recovered waste products and materials. The competition again ran successfully this year, with close to 50 entries and over 500 people viewing the exhibition.

The eco-garden at Fagan Park has been given a new lease of life with a make-over and a casual waste education officer coordinating workshops for children, open days and activities at the eco-garden. It has also been included as a case study in community health section of the 2009/10 NSROC SoE Report.

Along with two drop-off weekends, Hornsby Council ran a trial e-waste drop-off - Monday to Friday and late night Tuesday - at its Thornleigh depot for six months. With an average of seven tonnes received each week for the first six weeks, it then slowed down to an average of two to three tonnes every week.

Chemical collection weekends were again run this year, with 25.5t collected over in one day in November 2009 and another 48.5t collected over two days in March 2010. Needles and sharps continued to be collected at particular pharmacies across the Shire as part of Council's needle safe program.

Green waste chipping days have continued to be in demand with on average over 100 cars per day at most of the locations.

Fridge buy-back has continued to be very popular in the Shire with 43 tonnes of fridges recycled.

A new waste collection contract was awarded to Transpacific Cleanaway, who started in February 2010.

Noise

Barking dogs continue to be the source of the largest number of noise complaints received by Council in 2009/10, followed domestic noise complaints. Council officers are following a staged approach where initially suggestion is made to quieten the dog through training or barking prevention collars, complainants are being asked to complete a diary and patrols of residences are undertaken by Council. If these initial measurements fail, Council issues a Nuisance Order to the dog owner.

Energy Consumption

Energy consumption is a major concern for Council and the Hornsby Shire community. Due to rising electricity prices many residents are becoming more conscious of their electricity usage. Energy Australia reported a substantial decline of 5.3% against 2008/09 data of residential energy use in the Hornsby Shire. Electricity use by businesses in Council's area has only decreased by 0.5% against 2008/09 data.

This data does not include data from other electricity providers such as AGL and County Energy which also provide Hornsby Shire residents and businesses with electricity. Therefore, this data can be seen only as an indication of the energy consumption levels in Hornsby Shire.

Council has continued to implement actions contained within its Sustainable Energy Strategy further reducing its own energy consumption:

- Commissioning of HVAC Predictive Maintenance technology for Council's libraries
- Partnered with SSROC tendering for a data management software package to enable keeping a running inventory of Council energy consumption
- Continued to implement actions arising from the Sustainable Fleet Management Study
- Expansion of the Sustainable Procurement Committee.
- Wind turbine and solar photovoltaic system at Rural Fire Station at Berowra
- Epping, North Epping, West Epping and Somerville Oval Projects – involving installation of 1.5kW solar photovoltaic systems, energy efficient lighting, water

saving devices for hand basins, showers and toilets

- Ark – voltage transformer designed to save electricity costs and CO2 emissions by optimising the voltage and power quality from the supply network to match the building's power usage needs.

Water Consumption

Total water consumption in the Hornsby Community (commercial, other, units, flats and houses combined) was 13,634 ML in 2009/10. The corporate water consumption for 2009/10 was 162 ML. The Hornsby LGA total water consumption was therefore 13,796 ML.

All water saving projects described in the 2008/09 NSROC SoE Report have been continued, followed up or maintained.

Community Health

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. Was produced as a project in 2006, still used and widely distributed throughout NSW as a resource to date
- Message in a Bottle - produced as a project in 2008 as an information DVD warning against risks of mixing alcohol and prescription medications for older people, still distributed today as a resource
- GALA(H) - Gays and Lesbians at Hornsby - ongoing project supporting same sex attracted young people who live, work, study, recreate in Hornsby Shire - meets fortnightly at Hornsby Youth and Family Centre and has a social and educational focus
- Drug and alcohol free events - the Youth Services team has participated in over 15 events throughout the Shire, from movie nights to band nights and community days, where 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.
- Young Parents - a grant was received from Beyond Blue in 2009 to research the needs of young parents in Hornsby Shire. As a result, a day out was held for young parents and their children at Taronga Zoo which allowed for the young people to connect with others in a similar position. In addition, a local playgroup for young parents was established (and continues to run) in Hornsby and a mentoring program has been established in the local area that also includes monthly workshops for young parents on various health and well being topics

Bushland Management

Hornsby Shire Council's bushland areas covers almost 75 per cent (38,089 ha) 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 (DECCW).

Council's bushland regeneration program consists of 50 long term sites predominantly on Council owned land but also on Crown land and DECCW 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 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.

The Rural Lands Incentive Program has been chosen to feature as a case study in the NSROC 2009/10 SoE Report. This program is aimed at rural land holders of Hornsby Shire with properties of size 2ha or greater. The program is designed to engage residents in planning their properties for biodiversity and catchment related outcomes. Key features of this program include a site visit by a Council staff member, training courses, funding and incentives for on-ground works.

Open Space

Approximately 23% of Hornsby Shire is zoned for open space. About 170sqm per capita is open space and this number is by far the largest in the NSROC region.

Open space in Hornsby Shire is of considerable importance. Residents have expressed increasing concern over the shrinkage of open space available in the region in relation to continued population growth. There is a continuing tension to provide more open space to match the growth in urban development.

Hornsby Shire Council is delivering services for a range of activities including:

- maintenance of parks, ovals and reserves
- playgrounds
- sporting facilities
- BMX and mountain biking tracks/trails
- walking trails
- skateboard park
- horse riding trails

Fire Management

Hornsby Council is responsible for managing bushfire hazard on Council managed bushland. Fire management across the Hornsby Kuring-gai Bushfire District is coordinated through the Hornsby Kuring-gai Bushfire Management Committee. The committee has representation from Hornsby and Kuring-gai Council, the NSW Rural Fire Service, the Department of Climate Change and Water, NSW Department of Lands and the NSW Fire Brigade.

The new Bushfire Risk Management Plan facilitates a coordinated approach across all tenures to bushfire risk mitigation and provides a consistent framework and platform of risk assessment. It has mapped most of Hornsby Shire as *Extreme* for bushfire danger and with climate change the risk is likely to increase through time. The Bushfire Risk Management Plan was completed and community consultation was undertaken between June and August 2009. The BRMP was endorsed by Hornsby Council on 9 September, 2009.

A new Service Level Agreement with the NSW Rural Fire Service was prepared and endorsed by Hornsby Council in May 2010.

Actions to mitigate bushfire hazard across Hornsby Shire included:

1. 32 prescription hazard reduction burns were completed within Hornsby Shire as part of the Fuel Management Program treating 816 hectares of land.
2. 728 permits to burn issued to residents predominately within the rural area of the Hornsby Shire.
3. Twenty-three Asset Protection Zones were maintained by manually reducing the fuel loads along the bushland/ urban interface.
4. Four permanent control lines were installed in key interface areas to assist with access for fire fighters in bushfire events.
5. Three fire trails were upgraded with capital works.
6. Council managed fire trail were maintained through slashing works.
7. 120 directional fire trail signs were installed.
8. Nine areas were manually treated as a result of Bushfire Hazard complaints received by Council and assessed by the NSW Rural Fire Service.

Council has also been implementing a grant project entitled “*Building Bushfire Resilient Communities*” By the end of June 2010, the grant had installed four Permanent Control lines at:

1. Azalea Grove West, Pennant Hills
2. Dog Pound Creek, Higgins Place, Westleigh
3. Florence Cotton West, Pinera Close, Hornsby
4. Frederick Street, Hornsby

Community information nights have been held to introduce residents to the Seven sites selected for the education program:

- Beecroft
- Pennant Hills
- Dural/ Cherrybrook
- Hornsby
- Hornsby Heights
- Berowra

Over 200 residents were specifically invited to information nights and community barbeques through letterbox drops. Sixty residents attended educational activities across the seven events during June and July 2010.

Flora and Fauna

The pressures on native vegetation in Hornsby Shire have remained the same, however due to threatened species legislation, better vegetation community identification and continued removal of native vegetation, the amount of threatened plant communities in the Shire has increased. Hornsby Shire has many noxious and environmental weeds. It has proven hard to consolidate and/or expand canopy cover and native floral diversity due to environmental factors. Urban development, exotic gardens, stormwater run off and fragmentation of bushland all contribute to an environment which favours introduced flora and fauna species. There are 100 noxious weed species listed as potentially being present in the Shire. Feral animals on the increase include rabbits in the rural and urban areas and Indian Mynahs

around commercial and suburban areas. Fox populations in the area appear to be decreasing following the ongoing implementation of the Regional Fox Control Program which commenced in 2000.

Bushland of the Hornsby Shire area has an underlying geology of Hawkesbury sandstone and Wianamatta shale. It has high biodiversity values with over 1,000 native vascular plants, 338 native vertebrate species and a vast number of invertebrates. In 2008 vegetation mapping was reviewed and updated identifying 34 native vegetation communities. Twenty-eight of these communities are significant at national, state, regional and local level. Council has declared 33 bushland conservation reserves Wildlife Protection Areas and has undertaken fauna surveys within eight of these areas to gain a better understanding of the Shire's wildlife and habitat values.

During 2009/10 Council acquired a significant wetland which features five endangered ecological communities and provides habitat for 11 threatened species of fauna, including three species of bats and provides breeding habitat for aquatic invertebrates and fish, as well as helping improve the water quality of the Hawkesbury River by filtering water and runoff.

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.

Council has 879 Bushcare volunteers working in 130 bushland reserves across the Shire and the Community Nursery has 41 volunteers propagating provenance native plants. This program restores, conserves and enhances native vegetation and habitat across the Shire. Bushcare volunteers contribute over 20,000 hours of work each year and the nursery produces 41,000 plants per year.

Hornsby Shire Council, along with Ku-ring-gai and Willoughby Councils, is running an Environmental Trust grant funded program called *Greenstyle*. This is a joint project aiming at providing face to face information and assistance to residents to live more sustainably and to increase backyard biodiversity. In 2009/10 the Greenstyle program undertook home and garden assessments at 559 households across the three local government areas. Seventy seven of these were targeted properties on or adjacent to a watercourse. One success of the program has been that 70% of participants have never been involved in any other council program. Feedback received has praised the personalised one stop shop for environmental information and assistance. Over 2,050 native plants, six compost bins, and two native bee hives have been given to Greenstyle participants in Hornsby and 410 Hornsby residents have attended workshops organised by the program.

Water

In 2009/10, the Water Catchments Team continued long term health monitoring of streams and estuaries. The calculation method for the target indicator changed this year to better reflect the concentration of monitoring at impacted sites. The measured ratings for 2008/9 were "Good" at 47% of sites and "Poor" at 53% of sites" when compared to the national guidelines (ANZECC Guidelines).

The calculated water quality ratings are very dependent on chosen sampling sites. Poor ratings predominantly occur as a result of excessive nitrogen arising from large volumes of sewage treatment plant discharges into Berowra and Calna Creeks, or occur at sites located

downstream of intense urban or rural activities. Sites with "Good" ratings are located in areas of the least human disturbance and are located further downstream of land development or in estuary areas strongly flushed by tides.

Increasing population and urbanisation is placing increasing pressure on the quality of receiving waters. The introduction of more effective environmental education and stormwater remediation technologies has minimised this impact. The principal objective of installing stormwater treatment measures is to improve the quality of stormwater entering Hornsby Shire's waterways by removing pollutants and in some instances retaining stormwater flows. In 2009/10, 12 catchments remediation capital works projects were initiated and completed. These works involved the construction and/or installation of four end-of-pipe bioretention systems, three stream remediation/waterways stabilisation projects, eleven gross pollutant devices, two streetscape rain gardens, nine bioretention tree pits and two stormwater harvesting and reuse projects.

Council has 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 catchments remediation program. Catchment education occurred via community catchment tours, displays at festivals and visits to schools.

Council continues to implement strategies set out in the Lower Hawkesbury Estuary Management Plan and Program providing an integrated and strategic approach to the management of estuarine assets

Atmosphere

Council has a community greenhouse emission reduction target of 5% by the year 2010 of 1995/96 emission levels. It has achieved a reduction of 4.5% at the end of the 2010 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
- Greenstyle - The aim of the project is to increase biodiversity on private property and assist residents to live more sustainably in their homes.
- Energy efficiency:
 - promoting government rebates for solar hot water and solar photovoltaic systems
 - promoting Fridge Buyback scheme,
 - promoting the purchase of '3-star' or more WELS rated household white goods
- Hornsby Environment Network for Schools (HENS)
- Sustainable House Day bus tour

Council has continued to implement actions contained within its Sustainable Energy Strategy further reducing its own greenhouse gas emissions by 28.5% of 1995/96 emission levels. These have included the following:

- Commissioning of HVAC Predictive Maintenance technology for Council's libraries
- Investigated options for carbon neutrality
- Partnered with SSROC tendering for a data management software package to enable keeping a running inventory of Council CO₂ emissions

- Continued to implement actions arising from the Sustainable Fleet Management Study
- Expansion of the Sustainable Procurement Committee
- Wind turbine and solar photovoltaic system at Rural Fire Station at Berowra
- Epping, North Epping, West Epping and Somerville Oval Projects – involving installation of 1.5kW solar photovoltaic systems, energy efficient lighting, water saving devices for hand basins, showers and toilets
- Ark – voltage transformer designed to save electricity costs and CO2 emissions by optimising the voltage and power quality from the supply network to match the building’s power usage needs

Council has continued to investigate ways to implement its Climate Change Adaptation Strategic Plan (“the Plan”). The Plan focuses on five key impact areas identified as relevant for Hornsby Shire including:

- heat
- bushfires
- ecosystems
- rainfall
- sea level rise

The Plan identifies and quantifies potential climate change impacts on the natural and built environments of the Shire. Highly vulnerable attributes such as people, properties and infrastructure have been identified and subsequently a climate change risk assessment has been conducted. The risk assessment process was specially tailored to suit climate change impacts and was inclusive of a sustainability assessment. This step allows Council to optimise allocation of resources for effective and efficient implementation of adaptation actions.

The top 12 impacts and associated actions have been assessed to have level ‘A’ priority ranking, indicating that the actions are an ‘extreme’ priority. The level ‘A’ ranking also indicates that the action is expected to yield highly sustainable outcomes. It should be noted that each of the top 12 impacts and associated actions has equal weighting and is not ranked within the level ‘A’ prioritisation.

Soil Landscape

Managing the soil landscape in the Shire is an important aspect of land use and development. Acid sulfate soil, land contamination and erosion continue to be serious problems. To ensure that minimal damage occurs to the environment, Council continues to manage the soil landscape through the development application process and onsite sewage management approval process.

Due to a large number of complaints received concerning sediment/soil erosion, a streamlined approach was taken by 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. When 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.

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.

BUDGET

Council's contribution to the 2009/2010 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 of 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) and 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 responsible officers are Eva Egen, Sustainability Officer, Environmental Sustainability and Health, telephone 9847 6882, hours 8.00am – 4.30pm, Monday to Friday and Adriana Genova, Sustainability Officer, Environmental Sustainability and Health, hours 8.00am – 4.00pm, Wednesday to Friday.

RECOMMENDATION

THAT Council endorse the text in the DISCUSSION section of this report for inclusion in the NSROC State of the Environment Report 2009/2010.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

There are no attachments for this report.

File Reference: F2005/01154

Document Number: D01507885

6 CATCHMENTS REMEDIATION RATE (CRR) ANNUAL EXPENDITURE REPORT 2009/2010

EXECUTIVE SUMMARY

The revenue received for the Catchments Remediation Rate (CRR) for 2009/10 was \$2,654k, with the balance of funds at period ending 30 June 2010 being \$399k. This was as a result of income generated, \$2,654k plus \$382k brought forward from 2008/2009, less expenditure of \$2,637k.

At the Catchments Remediation Rate Annual Expenditure Panel (the Panel) meeting held on 12 October 2010 the Panel noted that it had sighted and discussed the financial details of the CRR expenditure as of 30 June 2010 and considered all reports acceptable and reasonable. A cost summary of expenditure for the 2009/2010 financial year and the minutes to the CRR Expenditure Review Panel's meeting are provided in the attachments.

The Panel made a number of comments and observations which were recorded in the Minutes (refer to Attachment 4). In particular, the Panel asserted that to ensure clarity the list of criteria that determines the eligibility for CRR funding with reference to the original Statement of Joint Intent (SOJI) and current Council strategic intent be reviewed. Furthermore, the Panel highlighted the need to provide equal time to reviewing and scrutinising the expenditure of both the operational and capital works items funded by the CRR. This need has been accentuated in recent times by the realisation that operational costs will steadily require a greater proportion of funding due to the increasing number of water catchments remediation assets being installed.

PURPOSE/OBJECTIVE

The purpose of this report is to document the expenditure of CRR funds by Council from 1 July 2009 to 30 June 2010. The report also includes commentary 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

Catchments Remediation Capital Works

A major component of the 2009/2010, CRR budget has been allocated for capital works projects across the Shire. These works included bioretention systems, stormwater harvesting and reuse schemes, creek stabilisation/remediation and gross pollutant traps.

As of the 30 June 2010 \$877,000 was spent on capital works with 10 catchments remediation projects being initiated and completed. These works involved the construction of:

- Five end-of-pipe bioretention systems: Berowra, Hornsby Heights (2), Mount Kuringai and North Epping

- Two stormwater/leachate harvesting projects: Berowra, Mount Colah
- Two gross pollutant devices (GPDs): Berowra, Mount Kuring-gai
- Three creek stabilisation projects: Hornsby Heights, North Epping and Mount Colah
- Two streetscape bioretention basins: Epping
- Five bioretention tree pits: Epping

In addition:

- Four projects from previous years had minor residual expenditure
- Six projects on the 2010/2011 works schedule had survey and design work carried out

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 Expenditure

A component of the CRR budget for 2009/2010 supported various Environment Division operations which contribute to fulfilling obligations to improve water quality Shire-wide. Attachment 2 and 3 shows the specific expenditure breakdown for:

- Pro-active maintenance of all stormwater improvement assets
- Water quality research and monitoring
- Street sweeping
- Community project support, e.g. Streamwatch and various committees
- Implementation of a Geographic Information System (GIS)
- Emergency response to spills
- Riparian restoration works
- Salaries, wages, overheads and associated administrative costs for project management

CRR Expenditure Review Panel

On 12 October 2010, the CRR Expenditure Review Panel met to discuss the expenditure for the 2009/2010 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:

- That to ensure clarity the list of criteria that determines the eligibility for CRR funding with reference to the original Statement of Joint Intent (SOJI) and current Council strategic intent needs to be reviewed
- That both the operational and capital works items funded by the CRR need to be reviewed and scrutinised with similar vigour. This need has been accentuated in recent times by the realisation that operational costs will steadily require a greater proportion of funding due to the increasing number of water catchments remediation assets being installed
- That clarification is sort as to the nature of incidents being funded through the Emergency Spills account and whether these would more appropriately be funded by general operational revenue
- That it was appropriate that the CRR be used to fund environmental assessments which provided information and advice that directed management actions consistent with the CRR program's intent

BUDGET

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

POLICY

There are no policy implications.

CONSULTATION

This Progress Report has been compiled by staff from 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. EN49/10 be received and noted.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. CRR balance_0910
2. CRR non-capital expenditure_0910
3. CRR total expenditure Summary_0910
4. CRR Panel meeting minutes_12Oct2010

File Reference: F2005/00829-02
Document Number: D01515398

**7 VOLUNTARY PLANNING AGREEMENT - DA/567/2010
5 MAROOTA WAY, BEECROFT**

EXECUTIVE SUMMARY

Council, at its meeting on 1 September 2010, considered Executive Manager's Report No. PLN/53/10 and resolved to approve the erection of a dwelling-house on the subject site. In granting consent, the applicant was required to enter into a Voluntary Planning Agreement (VPA) with Hornsby Council to offset the loss of four Sydney Blue Gum trees growing on the site.

In accordance with Section 93G of the *Environmental Planning and Assessment Act, 1979* the VPA was publicly exhibited between 7 October and 3 November, 2010. No submissions were received during this notification period.

This report recommends that the General Manager be authorised to execute the Voluntary Planning Agreement, held as Attachment B to this report.

PURPOSE/OBJECTIVE

The purpose of this report is to seek Council's endorsement of the Voluntary Planning Agreement under DA/567/2010.

DISCUSSION

Council, at its Planning Meeting on 1 September 2010, considered Executive Manager's Report No. PLN53/10 and resolved:

"THAT Development Application No. DA/567/2010 for the erection of a dwelling-house at Lot 5, DP 270639, No. 5 Maroota Way, Beecroft be approved subject to the conditions of consent detailed in Schedule 1 of Executive Manager's Report No. PLN53/10."

Condition No. 3 of DA/567/2010 consent required that:

"Pursuant to Section 93F of the Environmental Planning and Assessment Act 1979, the applicant must prepare and enter into a Voluntary Planning Agreement (VPA) with Hornsby Shire Council for the offsetting of trees numbered 1, 2, 3 and 4 under Council's Green Offset Code (2007).

The terms of the VPA must include but not be limited to the following:

- a. *The Applicant agrees to pay Council a monetary contribution of \$9,450 towards the planting and maintenance by Council of 20 Sydney Blue Gums on Hull Road Reserve.*

- b. *Hornsby Council agrees to provide an area of 2,000m² in the Hull Road Reserve to allow for the planting of twenty Sydney Blue Gums and to nurture these trees for a period of 3 years after planting.*
- c. *In addition to the above, the applicant agrees to pay all costs (including Council's costs) associated with the preparation, public notification, legal costs and administration costs of the VPA".*

On 12 December 2007 Council considered Executive Manager's Report No. EN48/07 and endorsed the implementation of Council's *Green Offset Code* ('the Code'). Following a trial period, the Code was formally adopted on 17 March, 2010.

The purpose of this Code is to ensure that significant areas of native vegetation growing in the Shire are protected so as to balance the negative impacts of future adjacent development and provide for long-term environmental enhancement and restoration of existing areas of bushland.

In respect of DA/567/2010 it was determined, after consideration of the Flora and Fauna Assessment Report and the Seven-Part Test which accompanied the application, that subject to a planting offset being implemented the removal of the four Sydney Blue Gums located on the subject site would not have significant impact on the surrounding natural environment, the status and wellbeing of the nearby Blue Gum High Forest or the life cycle of the Gang-Gang Cockatoos which is supported by these trees.

In addition, the removal of these four trees would not have adverse impacts on the surrounding built environment, as it allows a development to proceed with a design that does not detract from the character of the streetscape. The proposal is consistent with the other developments in the street and complies with Council's planning guidelines, at the same time providing a dwelling-house that meets all the reasonable expectations of its occupants.

The voluntary contribution of \$9,450 made under the VPA would provide the funds necessary for Council, through its Bushcare Program, to rehabilitate an area of 2,000m² in the Hull Road Reserve for the planting of 20 Sydney Blue Gums to offset the removal of the four trees from the subject site.

The planting of 20 trees and the rehabilitation of this reserve would ensure a long term environmental benefit for the public. It would also enhance the population of native trees in the locality, and given their planting on public land, would "protect" them from future residential development.

Subsequent to the determination of the development application, Council's solicitor has confirmed that the VPA, prepared on behalf of the applicant, has been drafted in accordance with Section 93F of the *Environmental Planning and Assessment Act, 1979* and Council's *Policy on Planning Agreements - 2007*.

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.

BUDGET

There are no budget implications arising from this report.

POLICY

The VPA has been prepared with consideration given to Council's *Policy on Planning Agreements – 2007*. There are no policy implications arising from this report.

CONSULTATION

Pursuant to Section 93G (1) of the *Environmental Planning and Assessment Act 1979*, the VPA was publicly exhibited in the Hills News on Tuesday 5 October 2010, the Northern District Times on Wednesday 6 October 2010 and the Hornsby and Upper North Shore Advocate on Thursday 7 October 2010. Submissions were invited until 3 November 2010.

Council did not receive any submissions during the public exhibition period.

RESPONSIBLE OFFICER

The responsible officer is Simon Evans, Assessments Manager, telephone 9847 6780, 8.30am to 5pm, Monday to Friday.

RECOMMENDATION

THAT:

1. The General Manager be authorised to execute the Voluntary Planning Agreement, deemed appropriate by Council's legal advisors.
2. A copy of the Voluntary Planning Agreement be forwarded to the NSW Department of Planning for its records.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Locality Plan
2. Voluntary Planning Agreement

File Reference: DA/567/2010
Document Number: D01519844

**8 AMENDMENT TO THE 2010/2011 ADOPTED FEES AND CHARGES -
 COMMERCIAL WASTE SERVICES**

EXECUTIVE SUMMARY

Council operates a commercial waste service to all commercial and industrial properties within the Shire. The reasons for providing this service are to ensure that all businesses in the Shire have access to appropriate waste disposal services at or close to the market rate and to provide an opportunity for Council to encourage the business sector to recycle as much of its waste as possible.

Council offers a range of bin sizes and recycling options, including paper and commingled recycling.

Rising disposal and collection costs have made it necessary to review the services provided and the associated charges. An assessment was undertaken of the commercial and industrial sector of the Shire. As a result of the review, including an assessment of the current and projected costs associated with the Council provided services, it was determined that price increases for these services be considered.

The following table provides a summary of current prices that are considered as requiring a price increase from 1 January 2011.

Table 1: Recommended Changes to Commercial Waste Service Fees and Charges Effective 1/1/2011

SERVICE TYPE	ADOPTED 2010/2011 FEES & CHARGES (excludes GST)	NEW FEE EFFECTIVE 1/1/2011 (excludes GST)
Garbage 660 litre	\$22.50	\$23.50
Garbage 1100 litre	\$28.50	\$30.50
Garbage 1.5 cubic metre (weekly)	\$34.90	\$35.90
Garbage 3 cubic metre (weekly)	\$54.90	\$65.00
Garbage 3 cubic metre (fortnightly)	\$54.90	\$65.00
Paper only 240 litre (weekly)	\$2.50	\$3.50
Paper 660 litre (weekly)	\$6.50	\$7.50
Paper 1100 litre (weekly)	\$9.00	\$11.00
Paper 1500 litre (weekly)	\$12.00	\$14.00
Paper 3 cubic metre (weekly)	\$15.00	\$18.00
Paper Bulk (weekly)	\$4.00	\$5.50
Recycling 240 litre (weekly)	\$3.50	\$4.50
All 360 litre bins		Service option removed

PURPOSE/OBJECTIVE

The purpose of this report is to seek approval to alter the adopted fees and charges for Commercial Waste Services in line with the changes outlined in this report.

DISCUSSION

Council has provided commercial waste services as an ongoing business operation for well over twenty years with competitive prices and services to the business sector of the Shire. The object of providing this service is three fold:

- It offers a viable option for waste management services to businesses within the Shire
- It provides an opportunity to provide assistance and education aimed at encouraging businesses to recycle rather than landfill
- It produces an income for Council.

When preparing fees and charges each year, Council is mindful of the State Government's Competition Policy which requires Local Government not to gain a competitive advantage due to its size and resources. In order to comply, commercial waste fees and charges are subject to an investigation each year to ensure that the fees and charges are within the range provided by commercial operators. A recent check indicated that in the larger bin sizes, Council's prices have dropped to well below the market place. This assessment, as well as increases to various pricing components, has highlighted a need to increase prices, especially for the larger three metre containers.

A full review of the commercial waste and recycling service charges has been undertaken. The following table provides a list of the charges recommended to be increased. If charges are not listed, the current charge will remain as shown on the adopted 2010/2011 fees and charge schedules.

Table 1: Recommended changes to Commercial waste service fees and charges effective 1/1/2011

SERVICE TYPE	ADOPTED 2010/2011 FEES AND CHARGES (excludes GST)	NEW FEE EFFECTIVE 1/1/2011 (excludes GST)
Garbage 660 litre	\$22.50	\$23.50
Garbage 1100 litre	\$28.50	\$30.50
Garbage 1.5 cubic metre (weekly)	\$34.90	\$35.90
Garbage 3 cubic metre (weekly)	\$54.90	\$65.00
Garbage 3 cubic metre (fortnightly)	\$54.90	\$65.00
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Paper 660 litre (weekly)	\$6.50	\$7.50
Paper 1100 litre (weekly)	\$9.00	\$11.00
Paper 1500 litre (weekly)	\$12.00	\$14.00
Paper 3 cubic metre (weekly)	\$15.00	\$18.00
Paper Bulk (weekly)	\$4.00	\$5.50
Recycling 240 litre (weekly)	\$3.50	\$4.50
All 360 litre bins		Service option removed

It is expected that a small number of customers may want to change or investigate other service provider options. This arises naturally from time to time as periods of competition occur from price cutting by some or one service provider to gain market share. It is a volatile market and some short term loss of business would not be unexpected.

BUDGET

There are no adverse budget implications associated with this report. While an increase in income is expected, this income will be used to offset associated increases in costs.

POLICY

There are no Council policy implications in this report.

CONSULTATION

McGregor Environmental Services was used to undertake a broad overview of the existing commercial waste industry operating within the Shire and to obtain some feel for the current price structures in place and a comparison against a selected number of neighbouring councils also providing commercial waste services.

Once Council has adopted the amended fees and charges all businesses currently receiving commercial waste services will be notified allowing them ample opportunity to assess their individual service options. As these service charges are classified as a business activity under section 610A (1) (f) of the Local Government Act 1993, a public exhibition period is not required and Council can adopt a change in fees at any time by a resolution at an open meeting of Council (LGA Section 610B (2)).

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 Rob Holliday, Manager Waste Management Services Branch, telephone 9847 4816, hours 8:30am to 4:30pm, Monday to Friday.

RECOMMENDATION

THAT Council adopt the recommended changes to the 2010/2011 Fees and Charges for Commercial Waste Services as outlined in this report and in accordance with Section 610B(2) of the Local Government Act 1993.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

There are no attachments for this report.

File Reference: F2006/00490

Document Number: D01520609

9 PARKS CAPITAL WORKS 2010-2011 SEPTEMBER QUARTER PROGRESS REPORT

EXECUTIVE SUMMARY

The Parks Capital Works Program for 2010/2011 contains 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.

The majority of projects assigned to the Parks and Landscape Team have been substantially progressed.

PURPOSE/OBJECTIVE

This report is to inform Council of the progress of the 2010/11 Parks Capital Works Program as at 30 September 2010.

DISCUSSION

Attachment 1 is a status report on projects listed for 2010/11.

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

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 9am to 5pm, Monday to Friday.

RECOMMENDATION

THAT the contents of Executive Manager's Report No. EN52/10 be received and noted.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Parks Capital Progress Report September 10-11

File Reference: F2004/06971
Document Number: D01522705

10 WATER QUALITY MONITORING PROGRAM - ANNUAL REPORT 2009/2010

EXECUTIVE SUMMARY

During the year 2009/2010, the Water Catchments Team has progressed with the Water Quality Monitoring Program. The annual report is attached and provides an overview of the program. Once adopted by Council, this report will be placed on Council's website for public information and viewing.

The program provides support for Council's environmental activities such as the Catchments Remediation Program (CRR), Estuary Management Program, Integrated Water Cycle Management (IWCM) Strategy, Hornsby Quarry Dewatering, monitoring of recreational swimming areas, as well as water treatment and reuse at aquatic centres and ovals.

Water quality of creeks was compared with national water quality guidelines for 'slightly to moderately disturbed ecosystems'. Based on the guideline values for three key water parameters the measured water quality ratings for the creek and estuary sites monitored during 2009/2010 were "Good to Fair" at 51% of our sampling sites and "Poor" at 49% of sites. Unfortunately, the areas where a number of these sampling sites are located, in the upper sections of creeks closer to intensive industrial, urban and rural developments and the sewage treatment plants have been historically highly disturbed and further remediation work needs to be done if they are to be returned to a better condition.

This degradation in urban and industrial areas results largely from conventional stormwater infrastructure being directly connected to creeks by pipes. This has removed the natural processes of stormwater filtration and flow reduction normally provided by forested areas. Now, in these areas with extensive hard surfaces, even small storms wash off contaminants and cause frequent high flows creating chemical and physical stress to creek ecosystems.

The CRR program with the incorporation of Water Sensitive Urban Design (WSUD) principles is working towards reducing the undesirable impacts of existing urban and rural development. Data collected throughout the year indicates that there were improvements in water quality resulting from the CRR and IWCM programs. For example:

- The constructed wetlands at Clarinda Road, Hornsby and the Lakes of Cherrybrook removed a significant load of nutrients and bacteria
- Water treatment facilities at a number of old landfill sites reduced nutrient concentrations in leachate waters
- Stormwater harvesting projects, while providing valuable, good quality irrigation water to replace potable water, prevented polluted stormwater from entering our waterways

Furthermore, to reduce the impacts of urbanisation on our waterways WSUD principles will need to be considered in Council's future capital works programs, e.g. major drainage infrastructure upgrades and local roads improvement projects. Strategic planning and

development controls should also incorporate WSUD principles so as to ensure any future development has as little impact on our waterways as possible.

The long-term trend analysis of total nitrogen concentrations in freshwater creeks over the last decade indicates that approximately 40% of sites are improving, 40% of sites are not changing and about 20% are declining. In the Berowra Creek Estuary a number of algal blooms were investigated. On one occasion, over the Christmas holiday period, a harmful algal species was found which led fisheries' authorities to recommend wild shellfish not be taken and eaten.

PURPOSE/OBJECTIVE

For Council to adopt the Water Quality Monitoring Program – 2009/2010 Annual Report.

DISCUSSION

Water Quality Monitoring Program – 2009/2010 Annual Report

Hornsby Shire Council established a water quality monitoring program in 1994 to assess, through time, the impact of land use on waterways within the Shire and to monitor the performance of Council's Catchments Remediation Rate (CRR) program. This was in response to the regular occurrence of serious algal blooms in the Berowra Estuary in the 80s and 90s and the tighter pollution regulations that had come into force. In addition, the monitoring data is utilised by Council for prioritising catchment remediation works, for environmental assessments, catchment modelling and education programs, and is made available to the community and interested authorities through the annual reports and Council's web site. The program continues to monitor algal blooms in the estuary and the catchment activities that contribute to these blooms.

During 2009/2010 water quality was monitored at 60 sites. These included representative sites for assessment of: (1) ecosystem health, over the long term, in estuary and creek sites located below different land use types, including urban, industrial, rural and bushland; and (2) performance of Council programs aimed at reducing stormwater impacts and improving water conservation and reuse. Water quality was compared with data obtained at reference sites in undeveloped catchments in National Parks and with National Water Quality Guidelines. The guidelines reflect community expectations that creek ecosystems should be maintained in a good condition. Unfortunately, the upper sections of creeks close to intensive industrial, urban and rural developments have historically been highly disturbed, and further remediation work remains to be done to return them to the 'slightly to moderately disturbed' category.

These remediation works will involve the utilisation of "end of pipe" solutions such as gross pollutant traps but will also require the need to address the impervious nature of the catchments and their connectivity to local waterways. This will necessitate changes to drainage systems design to allow water quality treatment to be incorporated into new drainage projects. Council has incorporated WSUD principles in local road improvements such as Denison Street Hornsby, and Ingalara Avenue Wahroonga which have been designed and constructed with grass swales. Other projects such as the recently completed Oxford Street Epping and Coronation Street Hornsby incorporate specially designed tree pits which take stormwater from the road to irrigate the trees and filter the water before any excess is returned to the stormwater system. Water Sensitive Urban Design principles have in more recent years also been incorporated into a number of Traffic Facility projects such as traffic calming devices in Turner Road Berowra, and Alexandria Parade Waitara which incorporate rain gardens to treat stormwater gutter flows. The focus now also needs to include

incorporating WSUD principles in major stormwater drainage proposals such as the Hornsby CBD drainage strategy.

Physical, Chemical, bacterial and Biological Monitoring

At regular, usually monthly, intervals water quality measurements were recorded in-situ with a portable water quality analyser, and general observations, such as water appearance, odours, and flows, were made. Water samples were simultaneously collected for laboratory analysis of chemical or microbial contaminants. As part of Council's algal bloom investigations samples are taken in the Berowra Estuary to assess the presence of harmful microalgae. In addition, during the summer swimming season, testing is carried out at Crosslands Reserve and Brooklyn baths as part of Council's recreational water quality monitoring program.

Water Quality Findings

Creeks located in areas with the least human disturbance, or located furthest downstream from land developments, usually had water quality which satisfied the National Water Quality Guidelines. The two "reference" freshwater creeks, referred to as Murray Anderson and Smugglers Creeks, and located within undeveloped catchments within Kuring-gai and Marramarra National Parks respectively, were classified as healthy according to Guideline criteria. These sites give a good baseline against which to compare other creeks in the Shire; they provide information on the condition of freshwater creeks before urban development and on any long-term trends.

Based on three key water quality parameters the measured water quality ratings for the Shire's creeks and estuary during 2009/2010 were "Good" to "Fair" at 51% of our sampling sites and "Poor" at 49% of sites.

Overall the trends and ranges of contaminant levels at most creek sites were similar to the last few years. Creeks close downstream of urban and rural areas did not satisfy the water quality Guideline for ecosystem values most of the time; they suffered during both wet and dry times from moderate levels of contaminants. Nitrogen nutrients in discharge water from West Hornsby and Hornsby Heights Sewage Treatment Plants continue to dominate the receiving waters of Berowra Creek and the upper Berowra Estuary. High concentrations of nutrients and faecal bacteria contamination were present in sampling sites close downstream of industrial areas, particularly the Thornleigh and Hornsby industrial areas and the rural Glenorie Village. The problems highlight the need for ongoing inspections, auditing and education.

The degradation in urban and industrial areas results largely from conventional stormwater infrastructure being directly connected to creeks by pipes. This has removed the natural processes of stormwater filtration and flow reduction normally provided by forested areas. Now, in these areas with extensive hard surfaces, even small storms wash off contaminants and cause frequent high flows creating chemical and physical stress to creek ecosystems. The CRR program with the incorporation of water sensitive urban design principles is working towards reducing this undesirable impact of urban development.

Bacterial contamination:

Elevated bacterial counts were regularly found in most creeks, especially after rain. Occasionally this could be explained by the influence of animals (e.g. pets, ducks, horses, and stock). However, the major sources of faecal bacteria were believed to be from leaking sewerage infrastructure, from sewer system overflows into creeks during wet weather or, in

rural areas, possibly illegal discharges of septic systems. In urban areas untreated sewerage can enter creek from numerous designed overflow points and from bypasses at the sewage treatment plants (STPs). The later occurred on at least six occasions during the year, when heavy rainstorms of more than 25mm occurred. The prime sources of faecal bacteria in the unsewered rural residential developments, particularly Glenorie Village, were considered to be illegal septic discharges, however animal husbandry, use of manures in market gardens and septic seepages probably also contribute. These problems remain despite ongoing auditing of septic systems by Council officers and quick response repairs by Sydney Water when the community reports sewer problems.

Nutrient contamination:

Total nitrogen and oxidised nitrogen were regularly above guideline values in all creeks draining urban and rural areas. Residual nitrogen nutrient concentrations were very high in the treated discharges from STP into Waitara and Calna Creeks, and further downstream in the receiving waters of Berowra Creek and the Berowra Estuary. Sources of nutrients other than STP outputs in creeks below urban and unsewered rural areas were considered to be from fertilisers, manurers, eroding soils, animal faeces or sewerage/septic seepages. High nitrogen and phosphorus levels in some rural creeks, particularly upper Glenorie Creek, continued to stand out. Using total nitrogen concentration alone as a key indicator of environmental health of the waterways, results over the last decade of sampling freshwater creeks indicate that approximately 40% of sites are improving, 40% of sites are not changing and about 20% are degrading.

Estuarine Monitoring:

Nitrogen nutrients and chlorophyll concentration were elevated in the Berowra Estuary, and the algal phytoplankton occasionally developed into 'bloom' numbers. On four occasions potentially harmful algal species were detected at concentrations that required notification to be sent to the Regional Algal Co-ordination Committee (RACC). The RACC determined only one of the blooms, in late December 2009, presented a risk. This led to State Fisheries recommending that people not take or consume wild shellfish taken from the estuary at that time. Results of the recreational water quality monitoring ranked the Hawkesbury River at Brooklyn Pool as Good (low risk) but Berowra Creek at Crosslands as Poor (moderate risk). Generally swimming at Crosslands is not recommended for 3 to 5 days after heavy rain due to the increased likelihood of bacterial contamination arising from sewer system overflows and from stormwater runoff from developed areas.

Water quality improvement and reuse projects:

Water monitoring supported Council's CRR Capital Works Program and selected projects developed under Council's Total Water Cycle Management Strategy. During this reporting year water testing showed that the constructed wetlands significantly reduced concentrations of nutrients and faecal coliform bacteria in urban stormwater runoff to creeks. Monitoring showed that, after treatment of backwash water at Council's aquatic centres, the treated water was of suitable bacterial quality for reuse. Bio-reactor and wetland treatment facilities at the rehabilitated landfill sites enable tip leachate to be used for irrigation. The water collected at stormwater harvesting facilities near sports fields and at Council's nursery was of satisfactory quality, after treatment, to provide valuable irrigation water to replace potable water supplies.

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. The issues arising from this report have been discussed with the Executive Manager Environment, the Executive Manager Works and the Managers Design and Construction and the outcomes arising from those discussions reflected in the recommendation to 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 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, between 8:30am and 5pm, Monday to Friday.

RECOMMENDATION

THAT Council:

1. Adopt the Water Quality Monitoring Program – 2009/10 Annual Report.
2. Endorse the consideration of options incorporating water sensitive urban design (WSUD) principles for **major** drainage infrastructure upgrades in order to reduce the impact of pollutants and the increased frequency of damaging flows on creeks in receiving waters.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. 2009-2010 Water Quality Report

File Reference: F2004/06708

Document Number: D01522783

11 TENDER T23/2010: SPORTSGROUND LIGHTING GREENWAY PARK, CHERRYBROOK

EXECUTIVE SUMMARY

The proposed contract for sportsground lighting to Mike Kenny Oval in Greenway Park, Cherrybrook is required to provide sportsground lighting as called for in the Memorandum of Understanding (MoU) between Hornsby Shire Council, Pennant Hills Australian Football Club (The Demons), AFL NSW/ACT and Westbrook Junior Australian Football Club (The Bulldogs) in accordance with report EN31/10 to 30 June 2010 Ordinary Meeting and signed by General Manager on 11 August 2010.

Council does not have the specialist personnel and equipment required for this work and therefore open tenders have recently been called in accordance with the Local Government Act 1993. The proposed contract will be for four months duration and the works are proposed to commence in December 2010.

REES Electrical Pty Ltd has been recommended for acceptance of this tender.

PURPOSE/OBJECTIVE

This report provides a recommendation for the acceptance of Tender No. T23/2010: Sportsground Lighting Greenway Park, Cherrybrook.

DISCUSSION

In Report EN31/10 to the 30 June 2010 Ordinary Meeting of Council a Draft Memorandum of Understanding was presented. Council resolved:

THAT:

- 1. Council provide in-principle support to the draft Memorandum of Understanding for Mike Kenny Oval.*
- 2. The General Manager be provided with delegated authority to negotiate detailed terms of agreement consistent with Report No. EN31/10.*
- 3. The General Manager be authorised to execute any documents in relation to this matter deemed appropriate by Council's legal advisors.*

The General Manager and all other parties have now signed this Memorandum of Understanding. Clause 2.1 of the MoU states:

Council will project manage an upgrade to the floodlights to 200 lux at Mike Kenny Oval using federal funding secured by Council and state funding secured by the Greenway Giants. AFL NSW/ACT and/or the Demons and the Bulldogs shall make a \$55,000 contribution towards this cost.

To enable this commitment to be undertaken Council called Tender T23/2010: Sportsground Lighting Greenway Park Cherrybrook in accordance with the requirements of Local Government Act 1993, Local Government (general) Regulations 2005 and Council Policy – Tenders. The tender was publically advertised in ‘tenderlinks’, the Sydney Morning Herald on 28 September and 5 October 2010 and the Hornsby Advocate on 30 September 2010.

Tender T23/2010 is a lump sum tender consisting of supply and install of replacement sportsground lighting and includes removal of 11 existing poles, supply and installation of 10 new light poles with associated luminaires, footings, trenching, cabling, electrical connections, testing and approvals along with the restoration of disturbed areas

Excepting this report, the summary and details of the tenders received are to be treated as confidential in accordance with the Local Government Act.

Six tenders were received for Tender No. T23/2010 from the following companies:

- Havencord Pty Ltd T/A Floodlighting Australia (Floodlighting Australia)
- Master Electrical Contractors Pty Ltd
- Precision Sports Area Lighting Pty Ltd (Precision)
- REES Electrical Pty Ltd
- RIKE Electrical Pty Ltd
- Smada Electrical Services Pty Ltd

The tenders were evaluated based on the stipulated criteria, namely:

- Price - value for money
- Past performance and experience
- Skills, qualifications and licences of the proposed personnel
- Equipment resources and supplier details
- Project program
- Quality Assurance Systems
- Occupational Health and Safety
- Sustainability
- Financial capacity

The tendered bill of quantities for the works and the lump sum price of each tender were compared and considered against the pre-tender estimate. The tender prices were higher than estimated as the footings were more expensive than anticipated due to geotechnical conditions on site, cabling costs for 200 lux being higher than anticipated due to the amount of cable and conduit required and 400 amp cable from the street being more expensive than anticipated due to trenching difficulties.

In reviewing the tender price Council considered possible changes to the work to reduce cost but changes which would result in the greatest savings were critical components of the project and are required to achieve the lighting standard set out in the MoU.

The other non-price criteria were assessed based on information submitted with each tender, information gained from the tenderers' nominated referees and past performance with previous Hornsby Shire Council works where applicable. Full details of the tender evaluation are in folder F2010/00316.

The results of the evaluation indicate that the most advantageous tender is from REES Electrical Pty Ltd.

BUDGET

The sportsground lighting work is funded from a variety of sources including Federal government grant, State government grant, local sporting clubs and Council funds.

The 2010/11 budget allocated \$60,000 for the building work at Mike Kenny Oval that are not required for this work and a budget adjustment at the December Quarter review will make these funds available for the lighting works.

Based on the tender prices this will still result in a funding shortfall of \$75,000. Council has requested additional funding from sports clubs and anticipates additional funding being provided. There may be an opportunity to ask Telstra to contribute to the cost if it proceeds with plans to install a mobile telecommunications facility at Greenway Park.

Any further money that may be required to cover the shortfall will be sought in the December quarter review.

The replacement floodlighting requires a substantial upgrade to the electricity supply to Greenway Park, including the need for a new electricity sub-station that will cost more than \$60,000. The Parks and Landscape Team has negotiated with Energy Australia to have most of this cost waived in exchange for allowing Energy Australia to place in Greenway Park an unrelated temporary generator to assist with peak energy demand in Cherrybrook generally.

POLICY

Lighting of the sportsground will provide better sports facilities by optimising the use of existing facilities. This is consistent with council's adopted Sports Facilities Strategy (2006).

CONSULTATION

The tender has been evaluated in conjunction with Parks Asset Team and Works Division.

TRIPLE BOTTOM LINE SUMMARY

Working with our Community

A Review of Environmental Factors was prepared for the sportsground lighting design and adjoining neighbours notified of the proposal. The community was informed of the tender through advertising in the Sydney Morning Herald and the Advocate newspapers.

Conserving our natural environment

The processes on site are controlled by sediment and erosion control measures. The lighting design had incorporated AS4282- 1997 *Control of obtrusive effects of outdoor lighting* to minimise light spill to adjoining neighbours and into the night sky. Further, controls are clearly specified in the contract to protect environmentally sensitive areas such as noise and dust.

Contributing to community development through sustainable facilities and services

Lighting of the sportsground will provide better sports facilities by optimising the use of existing facilities. This will allow for more participation in local sport and allow the existing

fields to be used to a higher capacity. The lighting when completed will provide oval facilities which are safer for use.

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

The planning and design of the lighting have been undertaken based on AS2560-2007 *Sports lighting specific applications* to ensure that the light level achieve with the outcome expected by local sporting clubs in providing outdoor sportsground for active recreation.

Supporting our diverse economy

The greater capacity of the oval will lead to increased involvement in junior and senior local sports at Mike Kenny Oval. It will also enable other sportsgrounds to be freed up for use by other sports clubs.

Maintaining sound corporate financial management

The new lighting will use energy efficient luminaires which will maximise the energy efficiencies and minimise costs that can be achieved with the higher lighting levels.

Other sustainability considerations

The company's management policy quality assurance, OHS and environmental management systems were taken into consideration in the evaluation of tenders received.

RESPONSIBLE OFFICER

The responsible officer is David De-Fina, Landscape Architect, 9847 6794, 9am to 5pm Monday to Friday.

RECOMMENDATION

THAT Council accept the tender of REES Electrical Pty Ltd for all work under Tender No. T23/2010: Sportsground Lighting Greenway Park Cherrybrook.

ROBERT STEPHENS

Executive Manager

Environment Division

Attachments:

1. Confidential Tender Evaluation T23/2010 - *This attachment should be dealt with in confidential session, under Section 10A (2) (d) of the Local Government Act, 1993. This report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.*

File Reference: F2010/00511

Document Number: D01522864

12 ONSITE SEWAGE MANAGEMENT STRATEGY

EXECUTIVE SUMMARY

Council has been responsible for the management of onsite sewage management systems throughout the shire since the introduction of the *Local Government (Approvals) Regulation 1998*. At that time the NSW Department of Local Government required that all councils throughout the State develop and implement an Onsite Sewage Management Strategy to guide programs aimed at reducing the environmental and public health impacts resulting from poor onsite sewage management practices.

Council's first Onsite Sewage Management Strategy was endorsed in 2000 and subsequently revised in 2004 and 2007. This Strategy is reviewed every three years and the draft Onsite Sewage Management Strategy 2010-2012 details the continuation of an integrated approach to onsite sewage management which will occur within a self regulating framework of community education, local support services and environmental and public health protection.

PURPOSE/OBJECTIVE

This report provides an overview of the draft Onsite Sewage Management Strategy 2010-2012 for Council's consideration.

DISCUSSION

Council's Onsite Sewage Management Strategy was endorsed and adopted by Council in 2000, 2004 and 2007. The strategy has been revised to reflect completion of short term actions and to include additional actions identified through the assessment of community needs and technological changes over the past three years. In particular, the revised Onsite Sewage Management Strategy 2010-2012 (Attachment 1) addresses the following new issues:

- Amendments to relevant legislation including the *Local Government (Approvals) Regulation 1998* which has been replaced by the *Local Government (General) Regulation 2005*. The *Local Government (General) Regulation 2005* directly relates to onsite sewage management issues and greywater reuse.
- The safe and lawful reuse of greywater on residential properties.
- The implementation of best practice onsite sewage management.
- The progress of the Brooklyn, Dangar Island and Mt Kuring-gai Sewerage Schemes and other unsewered communities of Cowan, Galston and Glenorie.
- An evaluation of actions implemented during 2007 to 2009.

Scope

Consistent with NSW sewage management regulatory provisions, this strategy relates to all residential fixed sewage management facilities and includes public, industrial and commercial systems in the Shire that do not discharge directly to a public sewer or which are not specifically licensed and regulated by the NSW DECCW. This includes the operation of domestic greywater treatment systems and greywater diversion devices in the Shire.

The Strategy details the installation requirements of new onsite systems and the management of existing onsite systems within the Shire, including all of the following:

1. Chemical closets
2. Combustion closets
3. Wet composting toilets
4. Waterless composting toilets
5. Septic closets
6. Septic tanks
7. Holding tanks and collection wells used for the receipt and storage of effluent (other than those intended to be emptied after each use, such as chamber pots)
8. Waste treatment devices designed to comminute or macerate and discharge sewage to a reticulated sewerage system
9. Waste treatment devices that mechanically recirculate sewage through a bed of sand to produce treated effluent
10. Waste treatment devices that receive and treat sewage before discharging effluent to a common effluent drainage scheme
11. Waste treatment devices that use aeration to produce treated bio-solids and effluent from sewage
12. Greywater diversion devices which supply greywater (excluding kitchen wastewater) without storage or treatment
13. Domestic greywater treatment systems which collect, store and treat greywater (which may include kitchen wastewater) to a higher standard
14. Any other kind of sewage management facility specified in a notice published in the Gazette by the Director General.

The strategy details the programs for onsite sewage management and specifies the actions to be taken during 2010-2012. The major programs contained in the strategy include a comprehensive monitoring program, Sydney Water's Priority Sewerage Program, education program, Council's approval program and Council's inspection program.

Local Government Regulations

The preparation of an Onsite Sewage Management Strategy is required by legislation to ensure the setting of a framework for integrated policy development and service planning in relation to onsite sewage management. The legislation gives councils the discretion to develop different service support and supervision models that provide for the management of the cumulative impact of sewage pollution from onsite sewage management systems.

The *Local Government (General) Regulation 2005* sets out specific requirements for onsite sewage management approvals, including matters for Council consideration, performance standards and circumstances where prior Council approval is not required. Part 2 of the regulation now incorporates the requirement for an approval to operate an onsite sewage management system.

Outcomes from the 2007-2009 Strategy

This strategy is an evolving document which allows for a process of continual improvement in onsite sewage management practices within the Hornsby Shire. The ongoing evaluation of the monitoring, inspection, approval and education programs will highlight the strengths and deficiencies of this Strategy and where changes may need to be made. Outcomes from the 2007-2009 strategy period include:

- The number of systems within the Shire has grown to over 4,000, with 70% of these systems having been assessed by Council.
- All systems identified as high risk during inspections have had works undertaken to allow reclassification to medium or low risk.
- Construction of the Brooklyn and Dangar Island Sewerage Treatment Plant commenced in April 2006 and has been completed. More than 95% of properties have been connected to the sewerage system.
- The Mount Kuring-gai Sewerage Scheme was completed in 2008, with connections available for properties from that time.
- Standard inspection procedures have been followed since the commencement of the inspection program, with minor changes to the program being made to improve its efficiency and effectiveness.
- Displays are regularly featured at community functions.
- In July 2009 all system owners were issued with a new approval to operate outlining conditions of approval in accordance with the new *Local Government (General) Regulation 2005*.

Council is committed to improved health and environmental outcomes by adopting ecologically sustainable development principles. Council's commitment to the issue of onsite sewage management is demonstrated through the continued implementation of this Strategy.

BUDGET

There are no additional budget implications for Council in the revision of this Strategy.

POLICY

The draft Onsite Sewage Management Strategy is consistent with Council's Greywater Reuse Policy. The adopted Brooklyn and Dangar Island Sewerage Scheme Connection Policy and the Mount Kuring-gai Sewerage Scheme Connection Policy are also consistent with the draft Onsite Sewage Management Strategy 2010-2012.

CONSULTATION

A copy of the draft strategy will be forwarded to relevant NSW State government departments and Council staff for comment. The draft strategy will also be placed on public exhibition for a 28 day period and input received from the community will be incorporated into the final document.

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 draft Strategy will be placed on public exhibition for 28 days and following endorsement by council the Strategy will be available on Council's website or for viewing at the Administration Building. The implementation of the Strategy will ensure that all property owners in unsewered areas can live in a healthy community.

Conserving our natural environment

The strategy encourages best practice onsite sewage management that will enable the community to safely recycle and reuse treated effluent. Best practice methods include the reuse of effluent for garden and lawn irrigation rather than disposal to subsurface trenches. The discharge of untreated effluent to waterways can cause algal blooms and human illness due the high levels of nutrients and faecal coliforms. Water quality sampling is undertaken to monitor the quality of water to ensure adverse impacts do not occur from the discharge of untreated effluent to waterways. In addition, the correct management of systems will ensure that nutrients are not released into bushland areas. Best practice onsite sewage management will be implemented on all new systems and it will incorporate new technology into the operation of the system particularly in sensitive locations.

Contributing to community development through sustainable facilities and services

The Strategy covers both domestic and commercial systems which will ensure that public amenity is maintained for onsite sewage management systems in public places. The Strategy aims to educate the public on the operation of their system to ensure a healthy equitable, active and involved community. This will be done through face to face property visits and providing information and talks at community information days throughout the Shire. The response to complaints about systems will be dealt with in accordance with the Strategy to ensure a safe and healthy environment.

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

The Strategy ensures the existing built/natural environment is maintained by ensuring the safe disposal of sewerage in unsewered areas of the Shire. The approval process ensures that the heritage values of the shire are considered when locating and installing new systems so that bushland and heritage items are not compromised. The continued safe operation of systems in accordance with the Strategy will be monitored through the inspection program, council's approval process and a response to all complaints will ensure the well being of the area is maintained.

Supporting our diverse economy

The safe and adequate disposal of effluent will have a positive effect on economic development as best practice reuse of effluent will be encouraged to maintain property values.

Maintaining sound corporate and financial management

The continued maintenance of systems in accordance with the Strategy will ensure the overall cost of a system will be minimised and a system's life expectancy will be increased. The inspection program includes council owned onsite sewage management systems and regular inspection of these systems will ensure the asset is adequately maintained. Best practice initiatives are encouraged to ensure financial sustainability.

Other Sustainability Considerations

The regular inspection of systems in accordance with the Strategy risk matrix will ensure the negative health, environmental and financial impacts of onsite sewage management will be reduced.

RESPONSIBLE OFFICER

The responsible officers are Ross Spencer, Environmental Officer, telephone 9847 6610 and Kirk Ryan, Environmental Officer, telephone 9847 6879, hours 8.30 am – 5.00 pm, Monday to Friday.

RECOMMENDATION

THAT:

1. The draft Onsite Sewage Management Strategy 2010-2012 be placed on public exhibition for four weeks.
2. A further report be presented to Council giving the results of the public exhibition.

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

1. Onsite Sewage Management Strategy 2010-2012

File Reference: F2004/09495
Document Number: D01523671

13 PROPOSED TENDER "RECEIPT AND DISPOSAL OF DOMESTIC, GREEN, TRADE, CLEAN-UP, STREET SWEEPER AND GROSS POLLUTION TRAP WASTES TENDER 2010"

EXECUTIVE SUMMARY

Council's arrangement with Veolia Environmental Services for the receipt, processing and disposal of waste collected via domestic and commercial waste services is nearing the end of its term and Council will again be required to call tenders for this service. The tender will be expanded to include green waste and clean-up material from the domestic waste service, as well as waste generated from both street sweeping and gross pollutant trap activities.

The Department of Environment, Climate Change and Water (DECCW) has a requirement that local government must meet a 66% diversion of waste from landfill by 2014. At the present time the waste industry is not in a position to do this for all Sydney metropolitan councils. As a result Hornsby and other member councils of the Northern Sydney Region of Councils (NSROC) will shortly call either tenders or expressions of interest for the handling of all waste generated from the NSROC domestic waste services. The NSROC contract is not expected to be operational for at least three to five years. As an interim arrangement, this report recommends that Council call tenders now for a period of two years, with an option to extend for a further two years at six monthly intervals. This would allow flexibility to fit in with a potential NSROC waste facility and contract to handle Council's future waste disposal requirements.

PURPOSE/OBJECTIVE

This report seeks Council's endorsement to call tenders for the receipt of waste material generated from Council's domestic, commercial, street sweeping and gross pollutant trap activities.

DISCUSSION

Council currently has a contractual arrangement with Veolia Environmental Services to process and dispose of residual waste generated from its domestic and commercial waste collection services. The arrangement is nearing the end of its term and Council will be required to call tenders for this service.

The waste disposal industry poses some significant challenges in regard to waste processing and disposal. Landfill capacity in the Sydney Metropolitan Area (SMA) is limited to a few small landfills and a small number of alternate or advanced waste treatment facilities (AWT). The AWTs unfortunately are unable to accommodate the majority of waste generated in the SMA due to the small number of facilities and limited processing capacities. In addition, landfill availability is diminishing, with the only long term landfill alternative being the Veolia Woodlawn facility on the edge of Goulburn. This is the facility that Council currently uses under the current contract.

To compound the situation, WSN Environmental Solutions (WSN), a semi owned state government corporation, is in the process of being sold.

DECCW has a requirement of a 66% diversion of waste from landfill by 2014. At the present time this is unachievable for most local councils in the SMA. To address this issue NSROC is about to call for expressions of interest or tender for the establishment of a regional facility that can suitably receive and process the waste generated by the NSROC councils. It is expected that it will take between three to five years from the time of calling tenders to having a facility fully operational.

The tender proposed in this report calls for an interim period of two years with four consecutive periods of six months extensions. The four year term is considered adequate to manage Council's waste disposal and or processing needs until a regional facility is established.

Tender components

The tender will include waste generated or collected from the domestic and commercial waste services for a period of two years with an optional further two years in six monthly intervals. Other options available in the tender include the processing of green waste and clean-up material generated from the domestic collection service as well as street sweeping material collected via the mechanical street sweeping service and materials removed from the various gross pollutant traps across the Shire.

The inclusion of the additional waste material may provide Council with more efficient pricing and processing options.

The expectation is that the tenders received will have an annual cost in excess of \$4,000,000 each year.

The assessment criteria will include price, environmental benefits, location, efficiency and waste recovery initiatives.

Tenders will be called for a minimum of four weeks allowing ample time for submissions to be prepared and submitted. It is anticipated that the submissions will be small in number due to the limited resources available. Once the submissions are assessed, a further report will be submitted to Council seeking endorsement of the recommendations of the tender process.

BUDGET

The tender will have no repercussions on the current budget. The current domestic and commercial waste budgets have sufficient provisions to accommodate the tender outcomes.

POLICY

The tender outlined in this report complies with Council's tendering policy and procedures. In addition it is in line with S55 of the Local Government Act 1993 relating to tendering. There are no other policy implications in this report.

CONSULTATION

No external consultation has been undertaken in regard to 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 for this report is Rob Holliday, Manager Waste Management Services Branch, telephone 9847 4816, hours 8.30am to 4.30 pm, Monday to Friday.

RECOMMENDATION

THAT Council endorse the calling of tenders for the "Receipt and Disposal of Domestic, Green, Trade, Clean-up , Street Sweeper and Gross Pollution Trap Waste 2010"

ROBERT STEPHENS
Executive Manager
Environment Division

Attachments:

There are no attachments for this report.

File Reference: F2010/00584
Document Number: D01526301

14 WORKS BUILDING SERVICES - GRAFFITI AND VANDALISM SEPTEMBER 2010 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 2010</i>
Graffiti	\$11,902
Vandalism	\$5,009
	<hr/>
TOTAL	\$16,911

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. WK74/10 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

There are no attachments for this report.

File Reference: F2004/00728
Document Number: D01512067

15 ENGINEERING SERVICES - BUILDING CAPITAL WORKS PROGRAM 2010/2011 - SEPTEMBER 2010 QUARTERLY REPORT

EXECUTIVE SUMMARY

Council's Management Plan 2010/2011 provided a list of Capital Works for 2010/2011. This report provides Councillors with progress information for Building Capital Works projects for the period 1 July 2010 to 30 September 2010.

PURPOSE/OBJECTIVE

The purpose of this report is to advise Council on the progress on the 2010/2011 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 also provided under Responsibility Centre 5431. Upgrades typically include new kitchens, air conditioning, curtains, and 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 building extensions.

A reform of the method of delivery of services provided by the Building Services team has resulted in the progressive outsourcing of works to contractors, under the control of Building Services supervisory staff. The reform has been affected over a period of time following natural attrition of day labour staff, and has provided cost savings of over 10% in 2010/11.

The attached Gantt Chart displays the completed projects included in the 2010/2011 Building Works program during the period 1 July 2010 to 30 September 2010.

BUDGET

The budgetary considerations of this report are shown in Council's Management Plan for 2010/2011.

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. WK75/10 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Engineering Services - Building Capital Works for 2010/2011

File Reference: F2004/05958
Document Number: D01512074

16 WORKS PROGRESS REPORT - SEPTEMBER 2010 QUARTER - ASSETS BRANCH

EXECUTIVE SUMMARY

This Assets Branch Works Progress Report for the September 2010 Quarter provides information to Council regarding the progress of the adopted 2010/11 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 completion status of the various programs is presented in the Gantt charts attached to the report. The completion of the various activities is generally in accordance with the adopted programs for the 2010/11 Service Plan.

OBJECTIVE

This report provides information to Council on the progress of the adopted Assets Branch Programs 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 2010/11 Service Plan ending 30 September 2010.

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 re-sheeting 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 \$7,100. The performance at the end of the September quarter was \$2,900. The service level, stated as the number of complaints per 100km of unsealed roads, of <30 (less than 30) was 8 at the end of the September quarter.

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 \$3,500. The performance for at the end of the September quarter was \$830.

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. More minor upgrading works in Binnari Road, Hornsby Heights were undertaken during this quarter.

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 re-sheeting 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 408 sq. metres.

The KPI for footpath maintenance, stated as the average maintenance cost per km per year, is \$2,400. The performance at the end of the September quarter was \$820. The Service Level stated as the number of reported trip and fall incidents on footpaths per 100km of <10 (less than 10) per year was 2.5 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 2.0km of footpath reconstruction. No work was undertaken during the September quarter.

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, 354 signs were maintained and 116 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: 183 guide posts and 2,935 metres of safety fences were maintained. No new safety fences and 5 new guide posts were 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.

Upgrading/Replacement normally comprises programmed major repairs/upgrading on public wharves, periodic replacement of pontoons and periodic reconstruction of sea walls by contract. Replacement of some decking and minor footpath construction was undertaken at Milsons Passage Wharf in July 2010.

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 Car Park 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%). The performance for 2010/11 is only available in early 2011 following the collection of road condition data in the December quarter. These percentages are expected to remain relatively constant due to the Roads to Recovery and RTA REPAIR Program Funding as well as Council's Sealing of Unsealed Roads Program.
- * The KPI for sealed roads, stated as the average maintenance cost per km, is \$8,000 per year. The performance at the end of the September quarter was \$2,150.

Road Resurfacing

Road resurfacing comprises programmed Reclamite surface treatment, and asphaltic concrete (AC) and flush seal resurfacing by contract. The programmed resurfacing is 135

roads totalling 221,510 square metres. The performance at the end of the September quarter, shown within brackets, was 14 roads totalling 20,000 m² and was as follows:

- * Asphaltic Concrete resurfacing 56 roads - 85,350 m² (14 roads - 20,000 m²)
- * Flush Seal resurfacing 19 roads - 47,380 m² (0 roads - 0 m²)
- * Reclamite surface treatment 60 roads - 88,780 m² (0 roads - 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 37 roads totalling 16,190 m². The performance at the end of the September quarter, shown within brackets, was 3 roads totalling 2,219 m² and was as follows:

- * Heavy Patching with AC 25 roads - 1,660 m² (3 roads - 2,219 m²)
- * Pavement Stab. with Cement 12 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, 537 potholes were repaired in 104 roads and consumed approximately 22.3 tonnes of AC.

Road Restorations, Hydrants and Car Park Maintenance

This activity comprises programmed restoration of road openings by public utility authorities and plumbers in asphaltic concrete, rising of hydrants, and carpark maintenance involving some pavement and pothole repair by Council crew, line marking and resurfacing by contractors. During the September quarter, 902 square metres of restorations were carried out on 84 roads and 13 service adjustments were made on 2 roads.

The activities above relate to the Strategic Themes, *Contributing to community development through sustainable facilities* 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. 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 Maps for the Shire. The inaugural Floodplain Risk Management Committee meeting was held on 16 June 2010 and the second meeting 8 August 2010. A workshop to brief councillors was held on 25 August. The Hornsby Overland Flow Study Report and draft Flood Planning Maps was submitted to the Council Ordinary Meeting on 20 October 2010 wherein Council resolved to endorse and place these documents on public exhibition for a period of 28 days.

Major Drainage improvement works will not be undertaken in 2010/11 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. Alternative funding options are being 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 third 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. Running of the optimisation model on the PMS in conjunction with the preparation of the 2010/11 Pavement Works Maintenance Program was undertaken in March 2010. Road Fair Value determination was undertaken in June 2010.

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. Checking of drainage data for asset valuation was in progress during the March quarter and Fair Value determination for drainage assets was completed in June 2010.

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 2011 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.

RECOMMENDATION

THAT the contents of Executive Manager's Report No. WK76/10 be received and the progress of the 2010/11 Assets Branch Programmes for the September 2010 quarter be noted.

MAXWELL WOODWARD

Executive Manager
Works Division

Attachments:

1. Gantt Chart A - 2010/2011 Northern District Works Maintenance Programme as at 30 September 2010
2. Gantt Chart B - 2010/2011 Southern District Works Maintenance Programme as at 30 September 2010
3. Gantt Chart C - 2010/2011 Pavement Works Maintenance Programme as at 30 September 2010
4. Gantt Chart D - 2010/2011 Stormwater Management Programme as at 30 September 2010
5. Gantt Chart E - 2010/2011 Asset Management Systems Implementation Programme as at 30 September 2010

File Reference: F2004/05959-02

Document Number: D01517184

17 WORKS PROGRESS REPORT - SEPTEMBER QUARTER 2010 - 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 2010/2011. Overall, projects were undertaken in accordance with the timing and budgets shown in the previously adopted program. A number of changes to the Program are highlighted under the heading of 'Significant Impacts', and reflected in the Gantt charts.

PURPOSE/OBJECTIVE

The purpose of this report is to provide information as to the progress of the various 2010/2011 Improvement Programs (Civil Works), and other works undertaken by the Design and Construction Branch.

DISCUSSION

Improvement Program

Construction works are carried out under Council's various Improvement 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 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, form part of this report.

Any change 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 2010/11 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

There have been a number of changes to the Program adopted by Council on 30 June 2010. These changes include:

- Bay Road, Berowra Waters/Berrilee – pavement widening from the carpark for a distance of 1.4kms. The work involves sealing the road shoulder from the existing edge of seal to the rock embankment. Whilst this project is being undertaken by the Assets

Branch it is a Local Road project with a total budget of \$350,000 of which 50% is funded under the RTA's REPAIR program. This project has now been included in the Branch Program for completeness of record.

- County Drive, Cherrybrook - on road cycleway. RTA funding of \$75,000 (50%) has been confirmed. As Council is aware, its previous resolution to remove cycleway facilities from County Drive means that, in its present form, the project should not proceed. As separately reported in Report WK79/10, it is proposed that an alternative bicycle route via David Road, Woodgrove Avenue, Greywood Street, Darlington Drive, Merriwa Place and Purchase Road, be investigated. Work on this project will not proceed until separately considered by Council.
- County Drive, Cherrybrook – Traffic Calming. The budget of \$100,000 previously advised included \$65,000 that was spent in 2009/10. The budget has been reduced to \$35,000 to reflect the actual 2010/11 budget allocation, and subsequent expenditure for the works that have now been completed.
- Pacific Highway Hornsby – Threshold at TAFE pedestrian lights. The estimated cost of this project has increased from \$24,000 to \$70,000 (full cost to Council) due to the RTA's requirements to relocate the signal lanterns to align with the narrowing of the vehicle travel lane at this location. Costs have also increased due to a change in the design from kerb blisters to full kerb realignment which will significantly improve the ease of crossing for people with disabilities.

This project has "in principle" approval as part of the Hornsby Westside Revitalisation masterplan undertaken several years ago. It is proposed that the additional funds for this project be reallocated from the Yarrara Road, Pennant Hills median project, which is still at an early stage of planning (as detailed under) and has not been confirmed.

- Yarrara Road, Pennant Hills - 95 m median - Hillcrest to Ramsay. The project is still at an early planning stage and public consultation is yet to be undertaken. It should be noted that submissions made in 2007, 2008 and 2009 to the RTA for part funding have been unsuccessful since this project has not been a high priority for the RTA.

It is proposed that this project be deferred to enable consultation and consideration to whether this project should proceed. It is proposed that the \$45,000 Traffic Facilities general funding be reallocated to Pacific Highway, Hornsby – Threshold at TAFE pedestrian lights.

- In the previous report, the sealing of four short unsealed roads to a total value of \$100,000 in Brooklyn and Cowan were included in the program. These urban unsealed roads are not included in the program of Sealing of Unsealed Rural Roads as per Report WK65/04, but were included in the Urban Unsealed Road Upgrading Program as part of Report WK33/10 presented to Council at the June Ordinary Meeting 2010. Detailed designs have been completed and funds (Assets Branch Unsealed Road Maintenance) are available to complete two of these projects, Bujwa Bay Road, Cowan and Cowan Street, Brooklyn with available funds. The other two projects, Old Peats Ferry Road, Cowan and Cole Street, Brooklyn have been deferred pending a further source of funding, to be considered as part of a future program.

- Epping Community Centre - Access Ramp. Final design approval has now been received from Community Services and the project has been included in the program. Funding for this work is from the Community Services – Community Centre Projects account.
- Malton Road, North Epping - Bioretention System. This project was carried over from the 2009/2010 CRR Program and is now included in the current program.
- The budget for Oxford Street has been increased by \$67,000 to include funding from the Regional and Local Infrastructure Program (RLCIP2). The scope and cost of the project has not changed.
- Listed under “Other Projects” the Parsley Bay Brooklyn – seawall repairs budget has been confirmed at \$300,000 sourced from Waste and Sustainability Improvement Payments (WaSIP).

The Design and Construction Branch has a number of staff vacancies in the Design Team. These staff vacancies will have an impact on preconstruction activities for the 2011/2012 Program. Some additional contract resources are being utilised with a view of catching up on programs. Progress in this regard will be monitored and further reported in the future.

2010 / 2011 IMPROVEMENTS PROGRAM - Civil Works (as at 30-September-2010)

WARD	TRAFFIC - Construction	BUDGET	2010												PROJECT STATUS AT 30-September-2010	EXP	EXP BUDGET		
			JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN					
	Minor Traffic facilities																		
A	Pacific Highway, Asquith - Ped Refuge (near Lodge St) [50% RTA]	\$36,000																	Design Completed
A	Pacific Hwy Hornsby- Threshold at TAFE ped lights	\$70,000																	Design 75% Completed
A	Berowra Waters Road - at Hillcrest Rd Wombat /Threshold [50% RTA]	\$50,000																	Design Completed
B	County Drive, Cherrybrook - Traffic Calming - Castle Hill Rd to New Line Rd - 2009/10 Prog [R2R]	\$35,000																	Works Completed
B	County Drive, Cherrybrook - on road cycleway [50% RTA & 50% R2R]	\$150,000																	David Rd Option Assessment
B	Edgeworth David Ave - Median Island at Balmoral St [100% Federal Blackspot Funding]	\$85,000																	Concept Completed
B	Burdett St at Hunter St - Controlled Right Turn Arrow [100% Federal Blackspot Funding]	\$80,000																	Installation by RTA
B	County Drive, Cherrybrook - Ped Refuge near Darlington Rd	\$30,000																	
B	Shepherds Drive, Cherrybrook - Off road Cycleway - Kenburn Rd to New Line Rd	\$57,000																	
C	Yarrara Road, Pennant Hills - 95 m median - Hillcrest to Ramsay																		Deferred
C	Victoria Road, West Pennant Hills - Cycleway [50% RTA]	\$50,000																	Design Completed

WARD	TRAFFIC - Preconstruction (Future programs)	BUDGET	2011											
Various	Various 2011 / 2012 projects	\$30,000	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN

WARD	DRAINAGE - Construction	BUDGET	2011											
Minor Drainage	27A & 29 Royston Parade, Asquith - increase drainage capacity	\$80,000	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
A	27A & 29 Royston Parade, Asquith - increase drainage capacity	\$80,000												
C	22 Boronia Ave Cheltenham - channel upgrade and flow containment	\$20,000												

WARD	DRAINAGE - Preconstruction (Future programs)	BUDGET	2011											
Various	Preconstruction 2011 / 2012 program	\$10,000	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN

000 denotes preconstruction (including design) by Council
 a d d denotes preconstruction (including design) by Consultants
 111 denotes calling tenders/quotations, reporting & contract documentation

c z c denotes construction by Subcontractors + Council (crew No. 2)
 c c c denotes construction by Contractors
 - - - denotes approvals, consultation, property negotiations etc.
 denotes programmed construction period in the list reported program.

Tenders/Contracts

Tenders called during the September quarter were:

1. Patching of Road Pavements in Full Depth Asphalt
2. Supply and Lay Asphaltic Concrete
3. Grass Cutting of Roadsides

Current contracts include:

1. Material Testing of Site Investigation
2. Concreting Form and Finish
3. Supply of Delivery of Precast Concrete Drainage Products
4. Electrical Services
5. Supply and Delivery of Road Materials
6. Supply and Delivery of Concrete
7. Design and Construction Epping Water Harvesting Schemes
8. Construction of Water Supply to Crosslands Reserve
9. Minor Asphalt Works
10. Stabilisation of Road Pavements
11. Plumbing Services
12. Construction and Reconstruction of Vehicular Crossings and Footpaths
13. Sprayed Bituminous Surfacing
14. Pavement Marking (NSROC)
15. Grass Cutting of Roadsides
16. Greenway Park Community Centre Upgrade and Construction of Childcare Centre
17. Cherrybrook Community Childcare Facility – Consultant to Finalise Plans and Documentation
18. Architectural Services for Development of a Fire Control District Office – Berowra Waters Toll Gates Site
19. Construction of Hornsby Ku-ring-gai District Rural Fire Centre and Emergency Facility
20. Hornsby Quarry – Land Filling Approval
21. Design and Construction Management of Hornsby Aquatic Centre

Tenders expected to be called in the second quarter of 2010/11 are:

1. Construction of Vehicular Crossings and Footpaths
2. Construction of John Purchase Oval Extension and Car Park
3. Design and Project Management – Storey Park Community and Child Care Centre
4. Grinding of Concrete Footpaths

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 61 Authorised Contractors, including five new contractors authorised during the quarter.

During the September quarter 67 plans and specifications were issued and 3 crossings were constructed by Council's contractors.

BUDGET

Any budget implications are covered under the heading of "Significant Impacts" in this report.

POLICY

There are no policy implications.

CONSULTATION

The program has been developed in consultation with the respective program 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 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 77/10 be received and noted.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

There are no attachments for this report.

File Reference: F2004/05959-02

Document Number: D01517417

18 WORKS PROGRESS REPORT - SEPTEMBER 2010 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 2010 to 30 September 2010. The report outlines the numerous and diverse projects undertaken by the Branch during the 2010/11 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 x Traffic 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, the 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 7 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 Road Authority, proactive measures are required to ensure proposals comply with adopted standards, guidelines and best practice.

Major Traffic and Transport Planning projects undertaken during September 2010 quarter are outlined below:

- Updating of Hornsby CBD and Shire traffic models (on-going)
- Maintain database for traffic and transport planning
- Hornsby Shire Housing Strategy
- Development of Hornsby Town Centre Car Parking Management Strategy
- Review and assessment of Hornsby Shire Road Hierarchy
- Review and implementation of Hornsby Shire Integrated Land Use & Transport Strategy (on-going)
- Review and coordinate the development of the Hornsby Quarry and Hornsby Aquatic Centre transport model
- Review and coordinate the development of the Epping Town Centre transport model
- Assessment of the future operation of the intersection of Duffy Avenue/The Esplanade and Chilvers Road

Since June 2009 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. As no conforming bids were received Council staff are negotiating with the companies attempting to develop a cost neutral proposal. The results were due to be reported to Council in late 2010 after legal advice regarding the proposed terms and conditions have been obtained however on 4 August 2010 the interested operator advised Council that due to a company restructure the “launch of the service has been delayed.” Council is requesting progress reports from the operator.

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:-

- * 198 (236) patrols of schools to enforce parking regulations.
- * 2,788 (3,266) infringement notices were issued.
- * 2 (9) matters were defended in Hornsby Local Court.

(--) denotes activities from July to September 2009.

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 temporary Road Safety Officer replacing the officer on maternity leave commenced duty on 20 September 2010. Projects under development subject to RTA funding include -

- Drink Drive - wallet card with the latest train and bus information as of 10/10/10 will be distributed around all drinking establishments to raise awareness of other methods to get home during the Christmas and New Year period. (RTA funding confirmed)
- Driver Fatigue - Media campaign - to start 2011
- Motorcycle Awareness week - Distribution of poster and leaflets at motorcycle hotspots - week beginning 25th October
- Senior Driver Refresher - A informal driver refresher workshop for seniors
- Child Restraint Safety Checks - 2 checks in 2010-2011 - next check 29th November 2010 - Thornleigh Indoor sports stadium - 10am - 2pm
- Are We There Yet - Youth/Speed Project - Youthsafe presentations offered to all high schools and youth groups
- Safety outside Schools - Work with the rangers and police in the new year to make sure traffic rules are being obeyed when the school terms begin. Combination of enforcement and education.
- Graduated Licensing Scheme workshops - Next one to be held in Berowra in Feb 2011 - gives rural communities the opportunity to attend. - (RTA funding confirmed)
- Seniors' Calendar – calendar with road safety facts for senior drivers – NSROC project.

Bicycle, Pedestrian and Public Transport Facilities and Planning

The position has been deleted from the establishment in order to meet corporate budget constraints, however Branch 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
- Public consultation and development of Brooklyn Shared Path Report
- Event management for Bike Week 2010. This event was funded from this Branch's administrative budget however recurrent funding is required if this is to be an annual event. A separate report will be prepared for Council's consideration.

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 8 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 June 2010 to 30 September 2010.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Traffic and Road Safety Branch Activities

File Reference: f2005/00001
Document Number: D01520539

19 COUNTY DRIVE CHERRYBROOK - EVALUATION OF TRAFFIC CALMING TRIAL

EXECUTIVE SUMMARY

Council commenced construction of a traffic calming scheme for County Drive in late January 2010. Sections of the community objected to the traffic calming treatment leading Council to suspend work pending further public consultation, which occurred in February 2010. At the Ordinary Meeting of 17 March 2010 Council considered report WK22/10 and resolved to trial an amended traffic calming scheme, which required another round of public consultation and referral to a meeting of the Local Traffic Committee.

The Local Traffic Committee met on the 27 March 2010 to consider the trial proposal and voted unanimously to recommend that the trial be adopted, subject to amendments which were adopted by Council at the Ordinary Meeting of 30 June 2010. The trial was to be for a six month period, with a report to Council after three months. The revised traffic calming scheme was installed the first week of August 2010.

On going site monitoring by Council staff and traffic data collection by contractors indicates that the revised traffic calming scheme has achieved the goals of reducing speeding and erratic driving behaviour as well as managing use by non local traffic. However, the key cause of congestion in County Drive, the delays experienced at the New Line Road roundabout, is beyond Council's control. Signalization of the intersection by the RTA will address this concern. The RTA advises that it is continuing to monitor the operation of the roundabout however the Authority will not commit to a timeframe for signalling the intersection.

The on road cycleway which formed part of the original proposal was removed from the trial scheme and as a result an alternative bicycle route that will meet a key local goal of the Hornsby Shire Bike Plan has been identified. Preliminary investigations indicate that a bicycle route along David Road and Purchase Road is feasible and can be provided within the existing budget.

The report now proposes that the trial arrangement be adopted by Council.

PURPOSE/OBJECTIVE

At the June Ordinary Meeting of 30 June 2010 Council considered report WK42/10 and resolved THAT:

- 1. The proposed traffic calming measures on County Drive, Cherrybrook proceed on a trial basis for a period of up to six months, as recommended by the Local Traffic Committee, subject to the amendments outlined in Local Traffic Committee report LTC 15/2010, with a progress report to Council after three months to allow a review of the results of the trial and the trial period.*
- 2. In addition to the amendments recommended by the Local Traffic Committee, the existing C4 cycleway continuity line be removed and the County Drive trial review*

report also include a review of the need for a cycleway facility on County Drive, or whether an alternative cycle route may be available.

This report presents the traffic data obtained by Council during the 3 month trial period, including comments by the Roads and Traffic Authority (RTA) and Police. The results of an investigation into an alternative bicycle route are also included.

DISCUSSION

Traffic management scheme

A review of effectiveness of the recent changes to the traffic management in County Drive has been undertaken. Traffic data used in the review is based upon intersection counts undertaken by *R.O.A.R. Data*, 7 day tube counts undertaken by *CFE Information Technologies* and measurement of trip times along County Drive during the AM peak undertaken by council staff. A summary of observations collected in March 2008 and in September 2010 is provided below:

1. Level of service (LOS) at intersections of County Drive / John Rd and County Drive / Woodgrove Rd.

Traffic modelling for the intersections was undertaken using *SIDRA Intersection* analysis software.

	County Dr / John Rd		County Dr / Woodgrove	
	2008	2010	2008	2010
Level of Service - Average	D	B	E	B
Maximum queue distance	484 m	125 m	639 m	191 m
Delay – Average	46 sec	19 sec	61 sec	25 sec

Level of Service (LoS) is a basic performance parameter and ranges through A (Good operation), B (Good with acceptable delays and spare capacity), C (Satisfactory), D (Operating near capacity), E (at capacity) and F (forced flow – vehicles arriving faster than they can disperse).

The traffic modelling results indicate that the trial scheme provides a significant improvement in the Level of Service at both intersections due to the extended parking restrictions at both intersections. The modelling results have been verified by site observations during the am peak.

2. 85th percentile speed and traffic volume AADT.

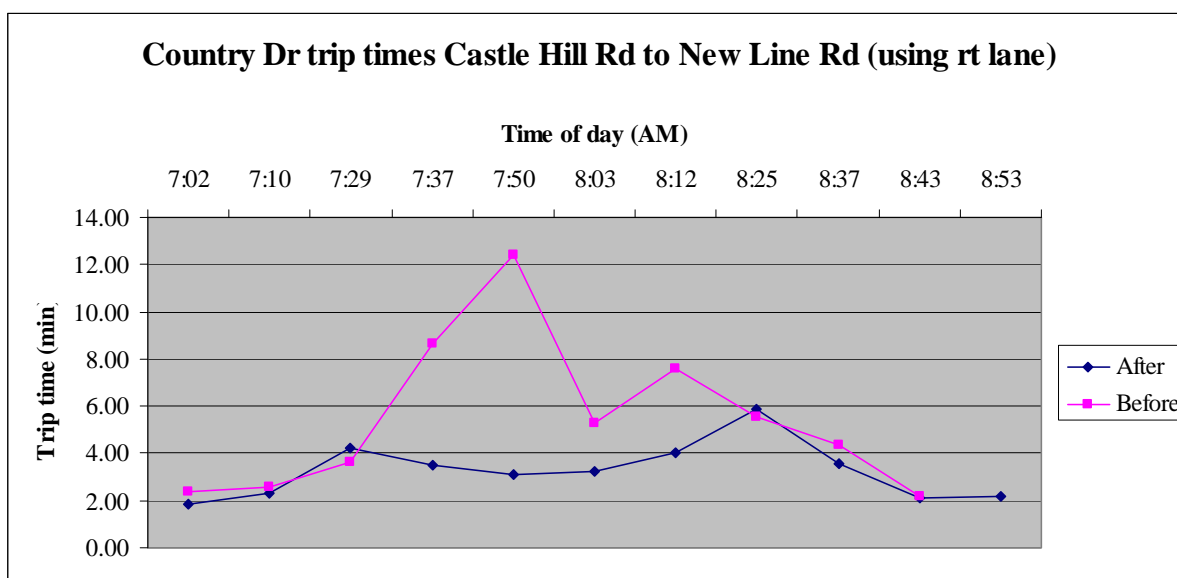
The speeds recorded in February 2010 indicate that vehicle speeds were affected by the traffic barriers then in place.

The 85th %tile speeds show a marginal reduction in speeds however the percentage of vehicles exceeding 60 km/h northbound has been significantly reduced compared to 2006 while the southbound speeds have not changed. Overall this data represents a significant change in driver behaviour.

	2006	Feb 2010	Sep 2010
AADT	16,253	17,425	17,033
85%tile speeds	66 km/h	63 km/h	65 km/h
Exceed 60 km/h %(N)	48	23	31
Exceed 60 km/h %(S)	24	18	24

3. Trip times (March 2010 compared with September/October 2010).

The trip times recorded in March 2010 were affected by the traffic barriers and reduced turn lane lengths then in place. The trial scheme provided longer turn lanes and merge lengths in accordance with the Council resolution, which led to a significant reduction in travel times and a slight increase in speeds.



The theoretical best possible trip time between Castle Hill Road and New Line Road is slightly less than two minutes, allowing for acceleration and deceleration at either end, not exceeding the speed limit and no red lights at John Road or Woodgrove Road. If motorists stop at both intersections the travel time would exceed four minutes. The travel time results indicate that a significant improvement in peak period travel times has been achieved compared to March 2010, and cannot be further improved without changes to the intersection of County Drive and New Line Road.

4. RTA comments

In an email received 29 October 2010 the RTA representative on the Local Traffic Committee advised that -

- *At County Dr/John Rd traffic signal, the John Rd approach has been marked as dual right turn out. The traffic signal controller and the design plan have to be updated to match with this dual right turn out.*

- *At County Dr/Treetops Rd intersection, one of the landscaping tree in County Dr median is obstructing the sight line from Treetops Rd. This landscaping tree should be removed from the median to restore the sight line, if it is not already removed.*

Regarding the changes to the traffic signals, Council has requested the RTA a number of times to do this work and this matter is being followed up by Council staff.

The issue of the tree is being investigated and if necessary either pruning or removal will be considered.

The above comments indicate that the RTA has no major issues regarding the operation of the County Drive trial.

5. Police comments

In an email received by Council on the 26 October 2010 the Police representative on the Local Traffic Committee advised that –

“The figures for the periods are as follows:

*August to October, 2009: 4 motor vehicle accidents
16 Traffic Infringement Notices issued*

*August to 25th October, 2010: 1 motor vehicle accident
11 Traffic Infringement Notice issued.”*

While the sample data size is small, the improvements indicate that a 75% reduction in reported crashes and 30% reduction in infringements have been achieved. The Police also advise that they did not receive any complaints from motorists or residents during the period August to October, 2010 which contrasted with the previous period when the Police *“lost count of the number of complaints”*. The Police conclude that -

“The current marking and changes appear to be have been successful as they appear to assist traffic flow and generally make the area safer for motorists/pedestrians alike.

I would say that the trial has been a success.”

6. Conclusions – Traffic Calming Trial

The traffic modelling, site observations, trip times, and comments from the RTA and Police indicate that the trial has been a success due to the road safety and amenity improvements that have been achieved. The results should be referred to the Local Traffic Committee for a recommendation.

Alternative bicycle route.

The traffic calming works required on County Drive created an opportunity to provide a shared bicycle parking lane along the road, in accordance with the recommendations of the Cherrybrook Integrated Local Transport Plan adopted by Council in August 2001, and this facility had been installed as part of the pavement marking. However at the 30 June Ordinary Meeting Council resolved to delete the marked cycle lane from the approved trial, which was done in August 2010, and seek an alternative bicycle route.

The Hornsby Shire Bike Plan identified the need for a strategic link between Castle Hill and Pennant Hills for commuter cyclists who cover relatively long distances at relatively high speeds. The link is also important for local cyclists accessing the schools on Purchase Road, Greenway Park and Cherrybrook shops. To ensure the highest possible level of use, an alternative cycle route must provide a direct link, avoid steep grades and utilise existing traffic signals or connection points where possible.

Bicycle links along Robert Road and Franklin Road are not feasible as they are circuitous and do not connect to any bicycle facility on Castle Hill Road or New Line Road.

A bicycle link along David Road, Woodgrove Avenue, Greywood Street, Darlington Drive and Merriwa Place will directly connect the existing shared cycle/pedestrian path along Castle Hill Road to the traffic signals at Purchase Road. Cyclists may then use the existing path on the eastern side of New Line Road to access Shepherds Drive, or a proposed off road shared cycle/pedestrian path along the southern side of Purchase Road to Cherrybrook Technology High School. A plan of the proposed alternative bicycle route is included in Attachment 1.

The RTA has offered Council \$75,000 to complete the cycle link along County Drive, subject to Council matching this amount, making \$150,000 available for the 2010/2011 Traffic Facilities Program. Council's matching funds will be derived from the Roads to Recovery grant. The RTA has agreed to consider reallocating their offer to an alternative route, subject to detail design confirming that the route is acceptable. Preliminary design indicates that the link from Castle Hill Road to New Line Road via David Road is estimated to cost \$25,000 and providing a 2.5 metre wide off road path along Purchase Road between New Line Road and Cherrybrook Technology High School is estimated to cost \$100,000.

The alternative bicycle route along David Road and Purchase Road will provide a useful connection for local and commuter cyclists and funds are available in the current budget. The route should be advertised for public comment and a final design prepared for referral to the Local Traffic Committee for a recommendation.

BUDGET

The works on County Drive were funded from Council's Roads to Recovery program and as this report proposes that no further work be undertaken by Council on County Drive, there is no impact on Council's budget.

Subject to detail design and consultation, the alternative cycle route between Castle Hill Road and Cherrybrook Technology High School will require up to \$75,000 from the Roads to Recovery Grant to match the RTA grant. The funds are available in the 2010/2011 Capital Works Program.

POLICY

There are no policy implications in this report.

CONSULTATION

The Traffic Officer Eastwood Police and Road Network Services Team Leader Roads and Traffic Authority were consulted regarding the operation of County Drive. The Bicycle Projects Co-Coordinator Roads and Traffic Authority and Council's Manager Design and Construction was consulted regarding the alternative cycle route along David Road.

TRIPLE BOTTOM LINE SUMMARY**1. Working with our community**

- Traffic calming County Drive is a recommendation of the Cherrybrook Integrated Local Transport Study developed in consultation with the Cherrybrook community.

2. Conserving our natural environment

- The project encourages walking, cycling and public transport use which over time reduces fuel use and congestion, improves road safety and reduces obesity.

3. Contributing to community development through sustainable facilities and services

- Walking, cycling and public transport use are more sustainable than private vehicle use.

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

- Fulfils one of the community goals of the Cherrybrook Integrated Local Transport Plan.

5. Supporting our diverse economy

- Financial savings resulting from crash reductions are passed onto the community.

6. Maintaining sound corporate and financial management

- Managing road safety risk is sound corporate and financial management.

7. Other Sustainability Considerations

- Traffic calming manages traffic growth and encourages individuals to use alternatives to private vehicle use.

RESPONSIBLE OFFICER

This report was prepared by Council's Manager Traffic and Road Safety, Mr Lawrence Nagy, telephone 9847 6524.

RECOMMENDATION

THAT:

1. The traffic calming trial on County Drive, Cherrybrook be concluded and the results of the trial referred to the Local Traffic Committee for a recommendation, with Council's advice that the trial arrangement has been shown to have achieved its objectives,
2. Subject to there being no objections from the Police and/or RTA representatives on the Committee, the current linemarking and associated arrangements on County Drive remain for the time being,
3. Council endorse the proposed alternate cycleway proposal along David Road and Purchase Road for detailed evaluation, consultation and referral to the Local Traffic Committee for a recommendation.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Cycleway - Castle Hill Road to Cherrybrook Technology High School – to be printed separately.

File Reference: F2010/00089-06
Document Number: D01523052

20 TENDER T21/2010 - HIRE OF PLANT AND EQUIPMENT

EXECUTIVE SUMMARY

Council seeks to supplement its own fleet of heavy plant and trucks from external suppliers whereby suppliers provide hire rates for various plant and equipment for a 24 month period through Council's tender process. The plant and equipment are hired for Council works through the Engineering Services Branch based on a ranking system evaluated by selection criteria including price, age of equipment, capacity of equipment, availability and experience of operator.

PURPOSE/OBJECTIVE

This report provides a recommendation for the acceptance of nominated suppliers for hire of various plant and equipment in accordance with Tender T21/2010 - Hire of Plant and Equipment.

DISCUSSION

Thirty six (36) tenders were received for Tender T21/2010 - Hire of Plant and Equipment for the hire of the following items:

- Skid Steer Loaders
- Backhoes
- Excavators
- Graders
- Loaders
- Trucks
- Combinations

The thirty six tenderers were:

- A & A Plant Hire
- AMS Excavations
- Anova Constructions
- Australian Grader Hire
- C & J Galea Haulage
- Country Improvements
- Earthcorp
- HA & WI Black
- Joes Excavations
- Ken Coles Excavations
- KG & PK Daly Excavations
- Mark Woodbury Contracting
- Mistral Plumbing
- M P Schultz Excavations
- Navacrest
- N & M Excavations

Paverite Excavations
Raygal
Regal Excavations
Sharpe Bros
Speter
T&F Plant Hire
U-DO-IT Excavations
Universal Mobile Tower Hire
Hire One
P & M Galea
Acclaimed Plant Hire
Allards Plant Hire Pty Ltd
APEC
Aqua Assets
Charter Contracting
E&B Tipper Hire
Keeden Contracting
S&M Spiteri Constructions
Schembris Earthmoving
The Water Cart Specialists

The tenders were evaluated and ranked on a preferred basis of hire according to the following selection criteria:

- Locality
- Age and capacity of plant and equipment
- Availability of plant and equipment
- Price
- Proven reliability of plant and equipment
- Experience of Company and operators

One tender was received late and therefore deemed as a non-conforming tender and was not considered in the evaluation.

The late tender was from Craig Spence Excavations.

Full details of the tender are on folder F2010/00484. Excepting this report, details of tenderers are to be treated as confidential in accordance with the LGA.

The externally supplied plant and equipment for all Council works are hired as required by request to the Engineering Services Branch of the Works Division. The Engineering Resources Technical Officer of the Branch determines the most appropriate tender for each request on the basis of suitability and price, and administers the hire of the plant and equipment with the selected tenderer. An eligibility list is to be established from the tenders received, and maintained for a two year period.

BUDGET

There are no adverse budget implications with this report.

POLICY

There are no policy implications with this report.

CONSULTATION

Consultation has been held with the relevant Works Division and Environment Division operational staff.

TRIPLE BOTTOM LINE SUMMARY

Working with our Community

The community was informed of the tender through advertising in the Sydney Morning Herald and the Advocate newspapers.

Conserving our natural environment

In accordance with the tender documents, the Contractor is required to minimise exhaust emissions, minimise noise level and prevent fuel spillage. The Contractor will be encouraged to make recommendations for conserving environment by identifying potential environmental hazards.

Contributing to community development through sustainable facilities and services

It is a requirement under the contract that Occupational Health and Safety (OH&S) Systems are in place in order to comply with OH&S Act and Regulations. The OH&S Systems have been considered as part of the tender evaluation.

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

The Contractor will be engaged to assist Council teams in the maintenance of parks, footpaths, stormwater drains, roads and other assets. This work has a positive effect on conserving and enhancing these assets.

Supporting our diverse economy

The maintenance of assets improves the amenity of the Shire, this in turn has a positive effect on the local economy and businesses. Many of the selected tenderers are companies located within the Hornsby Shire area.

Maintaining sound corporate financial management

Selecting a Contractor through competitive tendering and maintenance of Council's assets help maintain sound financial management of the roads, parks, footpaths and other assets within the Shire.

Other sustainability considerations

The Environmental Policy of all the tenderers were taken into consideration in the evaluation of tenders received.

RESPONSIBLE OFFICER

The responsible officer for preparing this report is the Engineering Resources Co-ordinator, Mr Frank Amato, on telephone 9847 6380.

RECOMMENDATION

THAT Council accept the tender from each of the following suppliers for Tender T21/2010 - Hire of Plant and Equipment, and prepare an eligibility list from which offers to hire will be made as and when required, for a two year period.

A& A Plant Hire
AMS Excavations
Anova Constructions
Australian Grader Hire
C&J Galea Haulage
Country Improvements
EarthCorp
HA & WI Black
Joes Excavations
Ken Coles Excavations
KG & PK Daly Excavations
Mark Woodbury Contracting
Mistral Plumbing
M P Schultz Excavations
Navacrest
N & M Excavations
Paverite Excavations
Raygal
Regal Excavations
Sharpe Bros
Speter
T&F Plant Hire
U-DO-IT Excavations
Universal Mobile Tower Hire
Hire One
P & M Galea
Acclaimed Plant Hire
Allards Plant Hire Pty Ltd
APEC
Aqua Assets
Charter Contracting
E&B Tipper Hire
Keeden Contracting
S&M Spiteri Constructions
Schembris Earthmoving
The Water Cart Specialists

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

There are no attachments for this report.

File Reference: F2010/00484

Document Number: D01525382

**21 "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 four 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, 14 October 2010, and of the actions noted in the minutes of the meeting.

DISCUSSION

The minutes of the Hornsby Shire Materials Handling Facility Monitoring Committee held on 14 October 2010 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

This report has been prepared in consultation with Mr Bruce Adcock of 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 Meeting 3/10 of “Wellum Bulla” – Hornsby Shire Council Materials Handling Facility Monitoring Committee held on 14 October 2010.

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Minutes - 14 October 2010
2. Monitoring Report, Site and Environmental Management Plant Audit - October 2010

File Reference: F2004/09261-02
Document Number: D01525465

22 TENDER T20/2010 - GRASS CUTTING OF ROADSIDES

EXECUTIVE SUMMARY

Two (2) proposed contracts for “Grass Cutting of Roadsides” are required to service the needs of Council’s Works Division in maintaining roadside nature strips and similarly listed projects.

The scope of works has been split to form two (2) contracts in order to ensure that the grass cutting program is managed efficiently throughout the year according to the grass cutting needs and the risks associated with grass being cut on time.

One contract is proposed for Zone 1 (north of Thornleigh) covering 163 grass cutting sites on local and state roadsides for which Council is responsible for maintaining. The other contract is proposed for Zone 2 (south of Thornleigh) covering 127 grass cutting sites on local and state roadsides. Each site is required to be cut nine (9) times per year.

Council does not have the specialist personnel and equipment required for this work and therefore open tenders have recently been called in accordance with the Local Government Act. The proposed contract will be for 24 months duration with an option to extend the contract for a further 12 months period.

“House With No Steps” is recommended for acceptance for Zone 1 of this tender.
“Luhmann Environment Management” is recommended for acceptance for Zone 2 of this tender.

PURPOSE/OBJECTIVE

This report provides a recommendation for the acceptance of Tender No.T20/2010: Grass Cutting of Roadsides.

DISCUSSION

The Tender No. T20/2010 is a Schedule of Rates tender. A summary of tenders, together with full evaluation details are in folder F2010/00482. Excepting this report, the summary and details of the tenders received are to be treated as confidential in accordance with the Local Government Act.

Five (5) tenders were received for Tender No. T20/2010 from the following companies which are listed below in no apparent order

- Luhmann Environmental Management Pty Ltd
- Prime Facility & Asset Management Pty Ltd
- House With No Steps
- Menoscape Pty Ltd
- Citywide Service Solutions Pty Ltd

The tenders were evaluated based on the stipulated criteria, namely:-

- Cost of the Service
- Past performance and experience in similar types of contracts
- Plant and equipment resources
- Labour and sub-contract resources
- Traffic control systems
- Occupational health and safety systems
- Sustainability
- Able to meet RTA requirements for working on state roads

The tendered Schedule of Rates (cost criteria) were evaluated for each tender by applying the rates to estimated annual grass cutting area quantities for all sites in Zone 1 and 2. The other tender evaluation criteria (non-price) were assessed on the basis of information submitted with each tender, information gained from the tenderers' nominated referees and past performance with Hornsby Shire Council works where applicable.

The results of the evaluation indicate that the most advantageous tenders are:

- House With No Steps for Zone 1 Works;
- Luhrmann Environment Management for Zone 2 Works.

The total value of estimated work for both of these contracts is in the order of \$150,000 per annum which is an approximated 13% cost saving on the previous year. The attached Confidential Memo WD D&C 69/2010 provides the evaluated value of each tender for a period of 12 months and a summary of the evaluation. Full details of the tender evaluation are in folder F2010/00482.

BUDGET

There are no budgetary implications.

POLICY

There are no policy implications.

CONSULTATION

The tender has been evaluated by the main users of the proposed contracts.

TRIPLE BOTTOM LINE SUMMARY

Working with our Community

The community was informed of the tender through advertising in the Sydney Morning Herald and the Advocate newspapers.

Conserving our natural environment

The grass cutting of roadsides conserves the natural environment by preventing weed growth which maintains healthy grass growth.

Further, controls are clearly specified in the contract against environmentally sensitive impacts such as noise, smoke and dust.

Contributing to community development through sustainable facilities and services

Grass cutting of roadsides will have a positive effect on the social amenity of the area and provide comfort and safety for pedestrians. This is a systematic approach to maintaining Council's grassed roadsides to make them a sustainable public facility in the future.

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

The maintenance of Council's grassed roadsides will help conserve and enhance Council's social infrastructure so that the expectations of residents and the general public regarding amenity and safety will be enhanced into the future.

Supporting our diverse economy

Grass cutting of roadsides throughout the Shire supports the diverse economy by making public, community and shopping centres desirable to visit and shop at which generates income for the diverse local economy.

Maintaining sound corporate financial management

The cost of grass cutting roadsides by tender enhances the value of Council's streetscape infrastructure by helping to preserve the social value of public property in accordance with transparent financial systems.

Other sustainability considerations

The company's management policy, Quality Assurance, OH&S and Environmental management systems were taken into consideration in the evaluation of tenders received.

RESPONSIBLE OFFICER

For further information, please contact Council's Project Engineer, Mr Edward Mieluk on 98476902.

RECOMMENDATION

THAT Council accepts the following tenders for Tender No. T20/2010: Grass Cutting of Roadsides:

1. "House Without Steps" for sites in Zone 1 (north of Thornleigh).
2. Luhrmann Environment Management for sites in Zone 2 (south of Thornleigh)

MAXWELL WOODWARD
Executive Manager
Works Division

Attachments:

1. Refer to Confidential Attachment to WK82/10, located in the Confidential Section of Business Paper Confidential Memo WD D&C 69/10 (circulated separately to Councillors). - *This attachment should be dealt with in confidential session, under Section 10A (2) (d) of the Local Government Act, 1993. This report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the council; or (iii) reveal a trade secret.*

File Reference: F2010/00482

Document Number: D01526222