



# **BUSINESS PAPER**

## **GENERAL MEETING**

**Wednesday 14 November 2018  
at 6:30PM**



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## **AGENDA AND SUMMARY OF RECOMMENDATIONS**

### **PRESENT**

### **NATIONAL ANTHEM**

### **OPENING PRAYER/S**

Father Peter deSouza of Hornsby Cathedral Parish, Hornsby will open tonight's 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 acknowledge we are on the traditional lands of the Darug and Guringai Peoples. We pay our respects to elders past and present."*

### **VIDEO AND AUDIO RECORDING OF COUNCIL MEETING**

Statement by the Chairperson:

*"I advise all present that tonight's meeting is being video streamed live via Council's website and also 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 audio and video recordings of the non-confidential parts of the meeting 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. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so."*

### **APOLOGIES / LEAVE OF ABSENCE**

### **POLITICAL DONATIONS DISCLOSURE**

### **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 General Meeting held on 10 October, 2018 be confirmed; a copy having been distributed to all Councillors.

## **PETITIONS**

## **PRESENTATIONS**

## **RESCISSION MOTIONS**

## **MAYORAL MINUTES**

## **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*

## **OFFICE OF THE GENERAL MANAGER**

### **Page Number 1**

#### **Item 1      GM7/18 HORNSBY SHIRE COUNCIL ANNUAL REPORT 2017/18**

### **RECOMMENDATION**

THAT:

1. The Hornsby Shire Council Annual Report 2017/18, which has been made available on Council's website, be received and noted.
2. The Annual Report be supplemented by Council's 2017/18 Audited Financial Statements once they are "presented to the public" at the 14 November 2018 General Meeting.
3. A copy of the final Annual Report 2017/18 be submitted to the Office of Local Government by 30 November 2018.

### **Page Number 4**

#### **Item 2      GM8/18 INVESTIGATIONS INTO AN ECONOMIC DEVELOPMENT PROGRAM**

### **RECOMMENDATION**

THAT Council:

1. Note the research undertaken in response to Notice of Motion No. NOM 12/17 which is summarised in the attachment to General Manager's Report No. GM8/18.
2. Amend the Delivery Program 2018-21 at the six-monthly review to include economic development as a key initiative under the theme Productivity.
3. Thank community members that participated in the consultation process and provide consolidated feedback on Council's adopted response.

**CORPORATE SUPPORT DIVISION**

**Page Number 11**

**Item 3 CS43/18 2018/19 BUDGET - SEPTEMBER 2018 QUARTER REVIEW**

**RECOMMENDATION**

THAT the September 2018 Quarter Review of the Operational Plan (Budget) for 2018/19 be received and noted.

**Page Number 15**

**Item 4 CS46/18 2017/18 AUDITED FINANCIAL STATEMENTS - PRESENTATION TO THE PUBLIC**

**RECOMMENDATION**

THAT the 2017/18 General Purpose and Special Purpose Financial Statements and associated Auditor's Report, as presented to the public on 14 November 2018, be adopted.

**Page Number 18**

**Item 5 CS48/18 INVESTMENTS AND BORROWINGS FOR 2018/19 - STATUS FOR PERIOD ENDING 30 SEPTEMBER 2018**

**RECOMMENDATION**

THAT the contents of Deputy General Manager's Report No. CS48/18 be received and noted.

**Page Number 21**

**Item 6 CS49/18 PECUNIARY INTEREST AND OTHER MATTERS RETURNS - DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS**

**RECOMMENDATION**

THAT Council note the Disclosure of Pecuniary Interests and Other Matters Returns recently lodged with the General Manager have been tabled as required by the Local Government Act.

**ENVIRONMENT AND HUMAN SERVICES DIVISION**

**Page Number 24**

**Item 7 EH18/18 25,000 TREES PROGRESS REPORT**

**RECOMMENDATION**

THAT the contents of Group Manager's Report No. EH18/18 be received and noted.

**Page Number 29****Item 8      EH20/18 CATCHMENTS REMEDIATION RATE (CRR) ANNUAL EXPENDITURE  
REPORT 2017/2018****RECOMMENDATION**

THAT the contents of Group Manager's Report No. EH20/18 be received and noted.

**PLANNING DIVISION**

Nil

**INFRASTRUCTURE AND RECREATION DIVISION****Page Number 33****Item 9      IR9/18 REVIEW OF POLICIES AND CODES - INFRASTRUCTURE AND  
RECREATION****RECOMMENDATION**

THAT Council adopt the recommendations contained in the table in Deputy General Manager's Report No. IR9/18 in respect of each of the current policies and codes under the jurisdiction of the Infrastructure and Recreation Division.

**Page Number 37****Item 10      IR10/18 HORNSBY SPORTSGROUND STRATEGY****RECOMMENDATION**

THAT COUNCIL:

1. Endorse the Hornsby Sportsground Strategy attached to Deputy General Manager's Report No. IR10/18.
2. Consider the prioritisation of the improvements identified in the Sportsground Strategy in the preparation of the Delivery Program 2018-21 and the draft 2019/20 Operational Plan and Annual Budget.
3. Notify all of those who lodged a submission of Council's decision.

**Page Number 43****Item 11      IR11/18 TENDER RFT18/2018 - SUPPLY, DELIVERY, PREPARE SURFACE AND LAY  
CULTIVATED TURF**



**RECOMMENDATION**

THAT Council not accept any tender for the Supply, Delivery, Prepare Surface and Lay Cultivated Turf and instead use the NSROC panel of contractors for the same purpose.

**CONFIDENTIAL ITEMS****Item 12 CS51/18 PROPOSED AQUISITION OF LAND FOR ROAD REALIGNMENT PURPOSES**

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

**PUBLIC FORUM – NON AGENDA ITEMS****QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

**Page Number 46**

**Item 13 QWNHBG1/18 PUBLIC LIBRARY FUNDING****MAYOR'S NOTES**

**Page Number 47**

**Item 14 MN13/18 MAYORS NOTES FROM 1 TO 31 OCTOBER 2018****NOTICES OF MOTION**

**Page Number 48**

**Item 15 NOM29/18 GARDEN AND HOUSE COMPETITION****COUNCILLOR MARR TO MOVE**

**THAT:**

1. During the development of the 2019/20 Budget, Council give consideration to developing a Hornsby Shire Award that celebrates leading examples of sustainability and pride in our environment and in our gardens.
2. The Awards should include a number of categories such as best garden, most sustainable garden, best garden/open space in a residential flat building or medium density development and an open day to share ideas with the whole community.

**Page Number 49**

**Item 16      NOM32/18 PROPOSAL TO REMOVE CHERRYBROOK AS A PRIORITY PLANNED PRECINCT**

COUNCILLOR DEL GALLEGOS TO MOVE

THAT Council:

1. Write to the Hon. Anthony Roberts MP, Minister for Planning to:
  - 1.1 Request that the State Government:
    - a) Amend the Cherrybrook Station Structure Plan to include only Government owned land within the Station Precinct.
    - b) Confirm that any proposal for rezoning of Government owned land will be accompanied by technical studies to demonstrate any increase in density would be supported by the provision of infrastructure and services for the growing community.
    - c) Ensure that traffic and transport studies for the precinct address impacts of development for the region and incorporate infrastructure schedules with clear identification of funding mechanisms to deliver necessary improvements to the road network.
    - d) Remove reference to the wider precinct (i.e. all lands outside the Government owned lands) from the Cherrybrook Station Structure Plan.
    - e) not support proponent led rezoning planning proposals outside the Government owned lands as there would be no strategic planning framework to support them following amendment of the Cherrybrook Station Structure Plan and
    - f) Continue to consult with Council and the community in the preparation of plans for the Government owned land.
  - 1.2 Inform the State Government that:
    - a) Strong community opposition to the Cherrybrook Planned Precinct has existed from the very outset, as confirmed in various surveys completed by the Department of Planning and Environment, and this feedback must be acted upon.
    - b) Rezoning of Government land in the vicinity of the Station to facilitate well-planned and landscaped medium density dwellings, up to three stories high, would likely receive greater community support.
    - c) Cherrybrook lacks the attributes for an Urban Renewal Corridor as defined by the Greater Sydney Commission as it is a well-established, low density neighbourhood with a constrained road network with limited capacity to cater for any significant increase in density and

- d) The low density character of Cherrybrook contributes to housing diversity as the immediate areas of Castle Hill and Epping transform into high growth, medium to high density suburbs.

- 2. Write to local State members to seek their support for Council's resolution.

**Page Number 51**

**Item 17 NOM33/18 UPGRADE OF KENLEY PARK**

COUNCILLOR NICITA TO MOVE

THAT:

- 1. Council investigate opportunities to upgrade Kenley Park.
- 2. Any proposed upgrade be considered as part of the development of the Operational Plan (Budget) for 2019/20.

**SUPPLEMENTARY AGENDA**

**MATTERS OF URGENCY**

**QUESTIONS WITHOUT NOTICE**

**1 HORNSBY SHIRE COUNCIL ANNUAL REPORT 2017/18**

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**EXECUTIVE SUMMARY**

- An annual report is one of the key points of accountability between a council and its community. In this regard, NSW councils are required to prepare an annual report within five months of the end of the financial year, place the report on their website and submit the report to the Office of Local Government (OLG).
- The Hornsby Shire Council Annual Report 2017/18 has been prepared in accordance with the requirements of the legislation (Local Government Act and Regulation) and the OLG. The Annual Report also includes information which ensures that annual reporting requirements imposed on Council by other legislation or statutory bodies are met.
- The 2017/18 Annual Report focuses on Council's achievements in implementation of its Delivery Program. Council's 2017/18 audited Financial Statements are to form part of the Annual Report once they are "presented to the public" at this 14 November 2018 General Meeting.

**RECOMMENDATION**

**THAT:**

1. The Hornsby Shire Council Annual Report 2017/18, which has been made available on Council's website, be received and noted.
2. The Annual Report be supplemented by Council's 2017/18 Audited Financial Statements once they are "presented to the public" at the 14 November 2018 General Meeting.
3. A copy of the final Annual Report 2017/18 be submitted to the Office of Local Government by 30 November 2018.

**PURPOSE**

The purpose of this Report is to present the 2017/18 Annual Report for Council's consideration.

**BACKGROUND**

Section 428 (1) of the Local Government Act 1993 requires that a council prepare an annual report within five months of the end of the financial year. The council is required to place the report on its website and submit a copy to the OLG. The annual report must contain information required by the Act and the Local Government (General) Regulation 2005 as well as the Integrated Planning and Reporting Guidelines (March 2013) developed by the OLG in line with section 406 of the Act.

**DISCUSSION**

The Hornsby Shire Council Annual Report 2017/18 has been prepared in accordance with the requirements of the Local Government Act, the Local Government (General) Regulation and the OLG's Integrated Planning and Reporting Guidelines. A report on Council's achievements in implementing its Delivery Program 2018-21 and the effectiveness of the services undertaken is included as required by the Act.

Council's top achievements for 2017/18 include:

- The commitment to plant 25,000 new trees by September 2020
- Recommencement of community forums held annually in each Ward
- \$90 million grant from the NSW Government's Stronger Communities Fund for new open space facilities at Westleigh and Hornsby Quarry
- New Council website launched in May 2018.

The Annual Report also includes information to meet requirements imposed by other legislation and statutory bodies, including information on Planning Agreements required by the Environmental Planning and Assessment Act 1979 and information on the implementation of Council's Disability Inclusion Action Plan under the Disability Inclusion Act 2014. Other mandatory reporting requirements are included throughout the document notated with the relevant legislation.

A copy of the Annual Report is available for viewing on Council's website at [hornsby.nsw.gov.au/council/forms-and-publications/publications/annual-report](https://hornsby.nsw.gov.au/council/forms-and-publications/publications/annual-report).

The Annual Report will formally be supplemented by Council's audited financial statements once Council has considered Deputy General Manager's Report No. CS46/18 – 2017/18 Audited Financial Statements – Presentation to the Public (at the 14 November 2018 General Meeting).

A copy of the final Annual Report for 2017/18, including the 2017/18 Financial Statements, will then be provided to the OLG by 30 November 2018.

**BUDGET**

There are no budgetary implications associated with this Report.

**POLICY**

There are no policy implications associated with this Report.

**CONCLUSION**

Council's consideration of this Report will ensure that the Hornsby Shire Council Annual Report 2017/18 is submitted to the OLG in line with statutory requirements.

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**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Manager, Strategy and Place – Louise Gee, who can be contacted on 9847 6531.

LOUISE GEE  
Manager - Strategy and Place  
Office of the General Manager

STEVEN HEAD  
General Manager  
Office of the General Manager

**Attachments:**

There are no attachments for this report.

File Reference: F2016/00368  
Document Number: D07512052

**ITEM 1**

## 2 INVESTIGATIONS INTO AN ECONOMIC DEVELOPMENT PROGRAM

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### EXECUTIVE SUMMARY

- At the October 2017 General Meeting, Council resolved, via Notice of Motion No. NOM 12/17 to investigate the options, costs and feasibility of providing a Council Economic Development Program.
- Community consultation was undertaken in late 2017 and early 2018, with Councillors considering the first round of community feedback at their strategic weekend in February 2018.
- Further industry based research was subsequently undertaken and Councillors were briefed on this research in June 2018.
- In September 2018, Council resolved to participate in Small Business Month and also to have a report returned to Council finalising the approach to be undertaken in respect of economic development.
- This report outlines the approach that has been undertaken based on the consultation, research and the recent organisational restructure.

### RECOMMENDATION

THAT Council:

1. Note the research undertaken in response to Notice of Motion No. NOM 12/17 which is summarised in the attachment to General Manager's Report No. GM8/18.
2. Amend the Delivery Program 2018-21 at the six-monthly review to include economic development as a key initiative under the theme Productivity.
3. Thank community members that participated in the consultation process and provide consolidated feedback on Council's adopted response.

## PURPOSE

The purpose of this Report is to provide Council with the results of an investigation into the options, costs and feasibility of providing a Council Economic Development Program and to enable Council to determine an appropriate way forward.

## BACKGROUND

At the October 2017 General Meeting, Council considered Notice of Motion No. NOM12/17 and resolved that:

1. *Council investigate the options, costs and feasibility of providing a Council Economic Development Program such that the initiative can be discussed at the Councillor Strategic Planning Weekend.*
2. *The investigation should include, but not be limited to:*
  - a) *Consulting with Chambers of Commerce and the local business community to understand their needs.*
  - b) *Consulting with the community to gain an understanding of how the community would like Council to support small business.*
  - c) *Researching other Council's economic development programs including their specific areas of focus, staffing, costs and outcomes.*
  - d) *A review of Hornsby Shire Council's previous attempts at economic development initiatives.*

The provision of an Economic Development Program has been interpreted to mean a concerted, consolidated and systemic approach to ensuring that the economic opportunities of the community are maximised and supported. From a local government perspective, this definition extends to include interventions with people, place, policy and planning.

"People" are defined as new, emerging or established businesses or entrepreneurs, associated networks and their need for capacity building, recognition and support.

"Place" is defined as the locations in which people do business, for example, town centres, industrial precincts and home based businesses.

"Policy" is defined as key strategic documents, such as the North District Plan from the Greater Sydney Commission and Council's own Community Strategic Plan, which set goals and targets for economic/employment and socio-cultural outcomes for the community and Council.

"Planning" is defined as tools with which Council can facilitate employment and built form outcomes through land use planning, development and the provision of infrastructure.

It is reasonable to assert that any successful approach to economic development, and governance in general needs to take into account and engage with the aforementioned levers to achieving prosperity, vibrancy and viability outcomes across the Shire, not only in our town centres.

## DISCUSSION

Following Council's resolution of October 2017, a consultant was engaged to investigate the options, costs and feasibility of providing a Council Economic Development Program. The attached report outlines the community consultation process and key themes that emerged from the feedback received.



**Summary of feedback**

Page 20 of the consultant's report (attached) provides a summary of both community feedback and industry benchmarking. Specifically, it identifies areas whereby there is strong alignment between community feedback and industry benchmarking.

Key themes are:

- Take a strategic approach to economic development – i.e. develop an economic development strategy and resource the delivery of the strategy sufficiently to develop and work towards positive economic outcomes for the community
- Support local business organisations – i.e. participate in and work with these organisations to progress the delivery of a shared vision for the economic success of the community
- Upgrade town centres – i.e. focus on the vibrancy and viability of town centres – specifically public domain and the coordination of the management of town centres
- Hold business networking events – i.e. work with key stakeholders to bring together local businesses to build collegiate support and stimulate innovation
- Provide advice and support to business – i.e. deliver capacity building initiatives with business
- Market and promote the area – i.e. encourage broader visitation such that small businesses in the region may benefit
- Take a place management approach to local centres – i.e. managing places in a manner which is people based and which responds to the uniqueness of the local community.

It is noted in the consultant's report that many of the themes would fall within the remit of a specialist Economic Development Officer role or a Place Management Team.

The following constitutes a high level response to these key themes within the context of Council's recent structural re-alignment and the newly established Strategy and Place Unit.

**A strategic approach to economic development**

At the 10 October 2018 General Meeting, Council endorsed the preparation of an Economic Development Strategy utilising funding provided by the Department of Planning and Environment for the accelerated review of Hornsby Shire's Local Environmental Plan. Analysis of the North District Plan, the Hornsby Shire Community Strategic Plan, and existing Council policies and strategies identified the need for an Economic Development Strategy to define the vision for growth and sustainable economic activity, and provide a framework and strategies to guide and facilitate economic development. The Strategy will provide Council and the community with information and statistics on the current status and performance of the Shire as well as analysis of opportunities and constraints and the platform for future monitoring and benchmarking. In particular, the Strategy will reflect current retail, business and industrial trends and identify how to attract significant investment and activity in our commercial centres to provide jobs growth.

Council's planning for economic development also needs to consider tourism opportunities (including eco-tourism), the night-time economy and place-based initiatives, including Council's capacity to deliver supporting activation events designed to attract visitors and improve experiences.

The newly established Strategy and Place Unit will have a remit to develop a place-based approach by identifying and balancing the delivery of community goals and infrastructure as well as social,

environmental and economic benefits to businesses and surrounding communities and to focus Council's resources to best assist the achievement of these outcomes.

It is noted that this approach does not entail the employment of a specific Economic Development Officer but that the economic vibrancy of the community and places in general will be a key focus of all projects within the remit of the Strategy and Place Unit. Strategic focuses of this Unit, along with Council's Strategic Land Use Planning Branch, will be on Place, Policy and Planning levers for the most part.

### **Support for local business organisations**

Business organisations are understood to be entities such as Chambers of Commerce and the like. Historically in Hornsby, these organisations have operated in parallel to Council and certainly have had little collaboration or engagement from Council since Council's support for a targeted economic development program was withdrawn some years ago following a service review.

Whilst Chambers should operate independent from Council (and there was no suggestion that they shouldn't be operated independently via the consultation) there is certainly scope for Council to participate in the activities of the Chamber, both through participating as a financial member and through attendance at events. Such an approach would build Council's relationship with the local business community and provide a better opportunity to focus Council's other core business functions, such as the provision of public domain, in ways that maximise benefit for the local economy.

### **Upgrade town centres**

Council has previously identified a desire to focus on improving the public domain such that improvements support the functioning of town centres and newly developed housing precincts. Through Deputy General Manager's Report No. IR7/18, Council resolved to allocate \$300,000 towards the preparation of Public Domain Strategies and established a priority listing of projects.

Priority 1 Main Street Projects and Public Domain Guidelines were identified as:

1. Asquith to Mount Colah corridor;
2. Galston Road Main Street.
3. Asquith;
4. Beecroft;

Priority 2 projects listed for the development of Public Domain Guidelines were:

5. Waitara;
6. Thornleigh; and
7. West Pennant Hills.

It is noted that Council has also resolved to undertake a Hornsby Town Centre Review to revitalise Hornsby to make it a more liveable, green and community focussed centre. A public domain plan will be developed as a component of the Hornsby Town Centre project.

The approach of improving town centre amenity to support business is consistent with feedback from the community and the local government industry. If public domain is improved, there is a likelihood that enhanced economic outcomes ensue.

### **Hold business networking events**

Business networking events tend to be a function currently delivered by Chambers of Commerce. An example of this is the Monthly Informal Members Lunch undertaken by the Hornsby Chamber. Whilst new resources would be required for Council to convene these meetings, staff attendance at these activities could be supported without additional resource allocations. Similarly, Council may be of the view that additional networking events could be hosted at minimal additional cost by targeting invitations to core events to the business community. An example of such an initiative may be extending a targeted invitation to the business community to the opening of an exhibition at the Wallarobba Arts and Cultural Centre as a networking opportunity.

### **Provide advice and support to businesses**

By way of clarification, Council has a role to play when it comes to the places, policy and planning elements associated with business operations – be that by delivering waste management solutions through to activating a public space to encourage visitation and commercial transactions. Certainly, Council also has a role to play in providing advice and support when it comes to its core functions of planning and regulation.

It may also be appropriate for Council to undertake generalised capacity building for new or emerging businesses, such as the information sessions that it has run during Small Business Month. Many of these capacity building functions are now being undertaken by the Small Business Commissioner. Council can assist in the delivery of these services through providing event space and marketing support. It is noted that staff are also investigating programs undertaken by other organisations, including neighbouring Councils, to determine the most cost effective approaches for further consideration by Council.

### **Marketing and promoting the area**

It is reasonable to assume that place signage and wayfaring signage will be addressed in the various public domain plans currently being developed for key centres across the Shire. In this regard, by working with the community within a place based context, Council can seek to improve the economic outcomes of the businesses adjoin that public domain. In focusing on places as a whole, which includes the economic outcomes of that place, Council should choose roll out public domain works in a manner which benefits local businesses.

In general, with an increased organisational focus on town centres and public domain, it is considered that a targeted approach to marketing and promoting places will follow. Council's focus on public domain and how this benefits business will similarly have knock on effects for supporting the development of local night time economies and tourism in particular when coupled with other activation initiatives.

### **Take a place management approach to local centres**

The formation of a new Strategy and Place Unit, reporting to the General Manager, will respond to the issues raised through the community with respect to an enhanced management of town centres. This team will form in early 2019 and a strategic approach to managing town centres developed shortly thereafter.

It is expected that the early focus of this team will be on key areas subject to major planning or infrastructure works, as well as public domain improvements. In this regard, it is expected that town centres such as Brooklyn, Galston, Beecroft and Hornsby will be subject to early consideration.

## CONSULTATION

In the preparation of this Report there was consultation with a variety of individuals and community groups who are broadly listed in the attachment.

Officers extend their thanks to those community members that participated in the consultation process, and in particular thank them for their patience regarding the delays involved in finalising the approach with Council. It is noted that the resolution of the approach has been subject, in part, to the outcomes of an organisational restructure.

Once formed, officers from the Strategy and Place Unit will re-engage with those stakeholders who participated in the consultation process and provide a more detailed outline of the approach that will be taken.

## BUDGET

There are no budgetary implications associated with this Report. The funds required for the development of an Economic Development Strategy is being sought through the \$2.5 million funding provided to Council under the Accelerated LEP Review. The staff required to progress the aforementioned initiatives have been made available by the structural re-alignment of the organisation and the formation of the Strategy and Place Unit specifically.

## POLICY

Council has previously resolved to develop an Economic Development Strategy which outlines Council's comprehensive approach to supporting the economic prosperity of the community.

## CONCLUSION

A number of issues have been raised by the community through the consultation process and these provide a valuable focus for an Economic Development Program. It is considered that the majority of these issues can be addressed through the development and implementation of an Economic Development Strategy, the formation of the new Strategy and Place Unit and/or the slight re-focusing of current work practices of existing staff.

However, to ensure that Council and the community are kept informed of progress to enhance economic development outcomes it is recommended that economic development be included as a Key Initiative in Hornsby Council's Delivery Program 2018-21 under the theme Productivity – Our living centres are vibrant and viable (*Strategic goal*).


## RESPONSIBLE OFFICER

The officer responsible for the preparation of this Report is the Manager Community Services Branch – David Johnston - who can be contacted on 9847 6800 and the Manager Strategy and Place - Louise Gee - who can be contacted on 9847 6531.

LOUISE GEE  
Manager - Strategy and Place  
Office of the General Manager

STEVEN HEAD  
General Manager  
Office of the General Manager

**Attachments:**

1.  Elton Consulting - Economic Development Report - FINAL 2018

File Reference: F2004/10055-02

Document Number: D07540661

**3 2018/19 BUDGET - SEPTEMBER 2018 QUARTER REVIEW**

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**EXECUTIVE SUMMARY**

- Accountable organisations like Council review their budget and operational performance at least each quarter. In this regard, the September 2018 Quarter Review of the 2018/19 Operational Plan and Budget is attached.
- The 2018/19 Original Budget forecast a surplus at 30 June 2019 of \$15K. This September 2018 Review recommends favourable changes of \$171K which improves the forecast 30 June 2019 Budget surplus to \$186K.
- A range of new priority initiatives has been identified by Councillors for inclusion into the Long Term Financial Plan (LTFP) where various funding sources are being examined. It is intended that the finalised revision of the LTFP will be presented for Council's consideration at the 12 December 2018 General Meeting.
- To progress some of these new initiatives this financial year will require a 2018/19 budget allocation, which will temporarily be funded from the debt retirement and capital projects restricted asset.

**RECOMMENDATION**

THAT the September 2018 Quarter Review of the Operational Plan (Budget) for 2018/19 be received and noted.

## PURPOSE

The purpose of this Report is to present for Council's consideration the September 2018 Quarter Review of the 2018/19 Operational Plan.

## BACKGROUND

On 13 June 2018, Council adopted its three year Delivery Program 2018-21 including the one year Operational Plan for 2018/19. The Fees and Charges for 2018/19 were also adopted by Council on 13 June 2018. The Delivery Program and Operational Plan set out the manner in which Council intends to deliver services and measure performance.

In line with Office of Local Government requirements, a Quarterly Budget Review Statement (QBRs) must be submitted for Council's consideration at the end of each quarter. The Statement must be based on key financial indicators and the estimate of income and expenditure set out in Council's Operational Plan for the relevant year.

## DISCUSSION

This Review includes the first quarter results for 2018/19, comparing actual expenditure, income and funding sources for the first quarter against the Budget. The Net Operating and Capital Result after internal funding movements showed a positive variance of \$5.5 million or approximately 12%. This positive variance is largely the result of timing differences associated with project related works and the initial phasing of the 2018/19 Budget.

The 2018/19 Original Budget forecast a surplus at 30 June 2019 of \$15K. As this Review recommends favourable net budget changes of \$171K, the forecast budget surplus at 30 June 2018 has been improved to \$186K. It is noted that as part of the development of a revised LTFP, Council has prioritised a range of new initiatives for this current financial year and the subsequent 10 years.

It is intended that the final version of the LTFP will be submitted for Council's consideration at the 12 December 2018 General Meeting. To progress some of these initiatives this financial year, however, requires a budget allocation which is to be temporarily funded from the debt retirement and capital projects restricted asset. The finalised version of the LTFP will provide more detail in respect to various funding sources for a range of new initiatives to commence over a 10 year timeframe.

Significant budget changes and funding for new LTFP initiatives are listed below:

### Budget Changes - General

- \$40K – increased expenditure to commence a program for impounding abandoned trolleys. At its meeting on 14 February 2018, Council resolved to commence impounding abandoned shopping trolleys on local streets should Hornsby Westfield Shopping Centre management not install a system to prevent trolleys from exiting the centre. To date, discussions with Westfield management have not been successful in securing a commitment to implementing an appropriate system.
- (\$311K) – increased income from rental, fees and contributions
- \$100K – increased capital expenditure for a toddler's playground in Mount Colah as per resolution of Council (refer Report No. CS41/18).
- \$200K – net increase in fleet expenditure
- (\$100K) – increase in revenue from general financial assistance grant
- (\$100K) – reduced superannuation expenses

Budget Changes - LTFP

- Public Domain Strategies – specific funding of \$300K to enable the preparation of public domain plans. Details were provided in Deputy General Manager's Report No. IR7/18 considered at the 11 July 2018 General Meeting.
- 25,000 Trees by 2020 – funding of up to \$1.25 million to be allocated in 2018/19. This is to enable the expansion of facilities at the Pennant Hills Nursery to increase growing of tree stock, storage capability and a dedicated temporary resource to co-ordinate this program. Further details on this initiative are available in Mayoral Minute No. MM1218 – Council Tree Planting Program considered at the 11 July 2018 General Meeting.
- Library Enhancements – Council's Community and Cultural Facilities Strategic Plan 2015 identified the need to upgrade Hornsby library. An amount of \$700K has been allocated in 2018/19 to commence structural improvement works.
- Westleigh Park Development – identified in the draft Hornsby Sportsground Strategy – (refer to Deputy General Manager's Report No. IR8/18) – to accommodate much of the demand for the provision of sportsgrounds at the former Sydney Water site acquired by Council at Westleigh. In June 2018 the NSW Government provided funding of \$40 million through the Stronger Communities Fund towards the transformation of this site. To progress with this initiative requires an allocation of up to \$1 million in 2018/19 towards funding investigations, development application costs and temporary staff assigned specifically for this project.

Major Projects Update

Updates in respect to the progress of projects of significant dollar value or of community interest are noted below:

- Hornsby Park – From Quarry to Park – this project involves the redevelopment of the abandoned Hornsby Quarry and adjacent Old Mans Valley on the western side of Hornsby into open space for recreation purposes. Over the past 12 months, Council has been preparing an Environmental Impact Statement for the Park which will be on public exhibition in early 2019. The total expenditure to 30 September 2018 on this project is \$1.298 million out of a budget of \$50 million. The funding of \$50 million for this project was provided in June 2018 from the NSW Government's Stronger Communities Fund.
- Westleigh Park Development – concept designs are nearing completion which will provide the basis for development of a park masterplan and subsequent dedicated plan of management for Westleigh Park. Detailed options will be developed in consultation with the community. The total project expenditure to 30 September 2018 on this project is \$241K out of a budget of \$40 million. The funding of \$40 million for this project was provided in June 2018 from the NSW Government's Stronger Communities Fund.
- Storey Park – a new facility will be built on the existing Asquith Community Centre site. Plans include multi-purpose rooms that will be ideal for a wide range of events and activities and park facilities. The total expenditure to 30 September 2018 on this project is \$269K out of a budget of \$6.308 million.
- Orara Park, Waitara – is a new expanded local community park in Waitara located between Romsey Street and Waitara Avenue extending across Orara Street. The project commenced in May 2018, and has been allocated an expenditure budget of \$1.3 million. The amount that has been spent as at 30 September 2018 is \$695K.



- Waitara Park Embellishment - including drainage and inclusive playground – the total spend to 30 September 2018 on this project is \$12.381 million out of a budget of \$15.173 million.
- 25,000 Trees by 2020 – Council is committed to planting 25,000 new trees by September 2020 to invest in the environment for future generations. The expenditure incurred to 30 September 2018 is \$180K.
- Beecroft Station Gardens – a budget of \$1.875 million for various enhancements in this vicinity has been allocated with total expenditure at 30 September 2018 of \$1.257 million.

### **BUDGET**

This Report provides the September 2018 Quarter Review of the 2018/19 Operational Plan (Budget), which, if adopted, will achieve a forecast surplus at 30 June 2019 of \$186K. The predicted Budget result at 30 June 2019 is satisfactory in maintaining financial benchmark indicators in respect to liquidity.

### **POLICY**

There are no policy implications associated with this Report.

### **CONCLUSION**

Council's consideration of this Report ensures that relevant statutory requirements have been met. The September 2018 Quarter Review demonstrates that Council remains in a strong position to deliver local services and facilities in a financially responsible manner.

### **RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Chief Financial Officer – Glen Magus – who can be contacted on 9847 6635.

GARY BENSLEY

Deputy General Manager - Corporate Support  
Corporate Support Division

STEVEN HEAD

General Manager  
Office of the General Manager

### **Attachments:**

1. [Quarterly Budget Review Statement - September 2018](#)
2. [September Quarter Consolidated Budget Summary](#)

File Reference: F2017/00322

Document Number: D07511997

**4 2017/18 AUDITED FINANCIAL STATEMENTS - PRESENTATION TO THE PUBLIC**

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**EXECUTIVE SUMMARY**

- In accordance with Sections 413, 415, 416 and 417 of the Local Government Act, Council must prepare and have audited its General Purpose and Special Purpose Financial Statements within four months of the end of each financial year.
- At the 12 September 2018 General Meeting, Council received and noted the 2017/18 Financial Statements and resolved to refer them for audit. Council also delegated authority to the General Manager to fix the date at which the Financial Statements and Auditor's Report would be presented to the public.
- Following receipt of the Auditor's Report, the General Manager determined that the Financial Statements and Auditor's Report would be presented to the public at the 14 November 2018 General Meeting.
- Following formal presentation of the Financial Statements and Auditor's Reports to the public at the 14 November 2018 General Meeting, members of the public, in accordance with Section 420 of the Local Government Act, have seven days, i.e. until 21 November 2018, to make written submissions about the Statements.
- Any submissions that are received must be referred by Council to the Auditor for their response.

**RECOMMENDATION**

THAT the 2017/18 General Purpose and Special Purpose Financial Statements and associated Auditor's Report, as presented to the public on 14 November 2018, be adopted.

## PURPOSE

The purpose of this Report is to allow Council's 2017/18 General Purpose and Special Purpose Financial Statements and associated Auditor's Reports to be presented to the public in accordance with Section 419(1) of the Local Government Act.

## BACKGROUND

In accordance with Sections 413, 415, 416 and 417 of the Local Government Act, Council must prepare and have audited its General Purpose and Special Purpose Financial Statements within four months of the end of each financial year.

At the 12 September 2018 General Meeting, Council considered Deputy General Manager's Report No. CS36/18 – General Purpose and Special Purpose Financial Reports – 2017/18 Financial Year – and resolved that:

1. *The 2017/18 General Purpose and Special Purpose Financial Reports be received and noted and referred for audit.*
2. *The Mayor and Deputy Mayor be authorised to sign the Statutory Statements in connection with the 2017/18 Financial Reports.*
3. *The 2017/18 Financial Reports be authorised for "presentation to the public" on receipt of the Auditor's Report.*
4. *The General Manager be delegated authority to fix the date of the General Meeting at which the 2017/18 Financial Reports and Auditor's Report are formally "presented to the public".*

## DISCUSSION

Following the 12 September 2018 General Meeting, the 2017/18 General Purpose and Special Purpose Financial Statements were signed and referred to the Audit Office of New South Wales for audit. The Audit Office have subsequently issued an Auditor's Report and have not identified any significant issues which require changes to the Financial Statements.

Following receipt of the Auditor's Report, the General Manager authorised, in accordance with Council's resolution of 12 September 2018, that presentation of the Financial Statements and Auditor's Report to the public would occur at the 14 November 2018 General Meeting. As a result, public notices were placed in local newspapers and on Council's website in accordance with Section 418 of the Act.

Hard copies of the Financial Statements and Auditor's Report are available for viewing by members of the public at Council's Administration Centre and Branch Libraries. An electronic copy of the Financial Statements and Auditor's Reports has also been placed on Council's website at <http://www.hornsby.nsw.gov.au/council/about-council/corporate-documents-and-reports/financial-statements> and is registered in Council's electronic document management system.

Following formal presentation of the Financial Statements and Auditor's Report to the public at the 14 November 2018 General Meeting, members of the public in accordance with Section 420 of the Local Government Act, have seven days, i.e. until 21 November 2018, to make submissions about the documents. Such submissions must be in writing and must be referred by Council to the Auditor for their response.

It is noted that Council's external auditor has indicated his availability to make a presentation about the Financial Statements, Auditor's Report and Council's financial position at the 14 November 2018 General Meeting.

**CONSULTATION**

In the preparation of this Report there was consultation with Council's External Auditor.

**BUDGET**

The Income Statement result for 2017/18 is a surplus before capital items and net gains from the disposal of assets of \$5.804 million. This surplus is less than the 2016/17 result of \$8.720 million, and is significantly less than the 2015/16 and 2014/15 results that were in excess of \$14 million on the same basis. This reduction is a direct consequence of the NSW Government's boundary adjustment with the City of Parramatta Council that has caused a downward trend in the financial results shown in the Income Statement.

**POLICY**

There are no policy implications associated with this Report.

**CONCLUSION**

The presentation of the 2017/18 Financial Statements and Auditor's Report to the public at the 14 November 2018 General Meeting will ensure that the requirements of the Local Government Act have been met and that the public have an opportunity to make any relevant submissions to Council about the documents.

**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Chief Financial Officer – Glen Magus, who can be contacted on 9847 6635.

GLEN MAGUS  
Chief Financial Officer - Financial Services  
Corporate Support Division

GARY BENSLEY  
Deputy General Manager - Corporate Support  
Corporate Support Division

**Attachments:**

There are no attachments for this report.

File Reference: F2018/00076  
Document Number: D07522729

**5 INVESTMENTS AND BORROWINGS FOR 2018/19 - STATUS FOR PERIOD ENDING 30 SEPTEMBER 2018**

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**EXECUTIVE SUMMARY**

- This Report provides details of Council's investment performance for the period ending 30 September 2018 as well as the extent of its borrowings at the end of the same period.
- Council invests funds that are not, for the time being, required for any other purpose. The investments must be in accordance with relevant legislative requirements and Council's policies and the Chief Financial Officer must report monthly to Council on the details of funds invested.
- All of Council's investments have been made in accordance with the Local Government Act, the Local Government (General) Regulation and Council's Investment of Surplus Funds Policy and Investment Strategy.
- In respect of Council's cash and term deposit investments, the annualised return for the month of September 2018 was 2.47%.

**RECOMMENDATION**

THAT the contents of Deputy General Manager's Report No. CS48/18 be received and noted.

**PURPOSE**

The purpose of this Report is to advise Council of funds invested in accordance with Section 625 of the Local Government Act; to provide details as required by Clause 212(1) of the Local Government (General) Regulation and Council's Investment of Surplus Funds Policy; and to advise on the extent of Council's current borrowings.

**BACKGROUND**

A report is required to be submitted for Council's consideration each month detailing Council's investments and borrowings and highlighting the monthly and year to date performance of the investments. Initial investments and reallocation of funds are made, where appropriate, after consultation with Council's financial investment adviser and fund managers.

**DISCUSSION**

Council invests funds which are not, for the time being, required for any other purpose. Such investment must be in accordance with relevant legislative requirements and Council Policies, and the Chief Financial Officer must report monthly to Council on the details of the funds invested. Council's investment performance for the month ending 30 September 2018 is detailed in the attached document. In summary, the portfolio achieved an annualised return of 2.47% for September 2018.

In respect of Council borrowings, the weighted average interest rate payable on outstanding loans taken out from June 2008 to date, based on the principal balances outstanding is 6.83%. The Borrowings Schedule as at 30 September 2018 is also attached for Council's information.

**BUDGET**

Budgeted investment income for 2018/19 is \$3,679,500 with an average budgeted monthly income of \$306,625. Total investment income for the month ended 30 September 2018 was \$1,823,561. Approximately 28% of the investment income received by Council relates to externally restricted funds (e.g. Section 711 development contribution funds) and is required to be allocated to those funds. All investments have been made in accordance with the Local Government Act, the Local Government (General) Regulation and Council's Investment of Surplus Funds Policy and Investment Strategy.

**CONSULTATION**

Appropriate consultation has occurred with Council's investment advisor in the preparation of this Report.

**CONCLUSION**

The investment of Council funds and the extent of its borrowings as at 30 September 2018 are detailed in the documents attached to this Report. Council's consideration of the Report and its attachments ensures that the relevant legislative requirements and Council protocols have been met in respect of those investments and borrowings.

**RESPONSIBLE OFFICER**



The officer responsible for the preparation of this Report is the Chief Financial Officer - Glen Magus - who can be contacted on 9847 6835.

GLEN MAGUS  
Chief Financial Officer - Financial Services  
Corporate Support Division

GARY BENSLEY  
Deputy General Manager - Corporate Support  
Corporate Support Division

**ITEM 5**

**Attachments:**

- 1.  HSC Investment Summary Report September 2018
- 2.  HSC Borrowings Schedule 30 September 2018

File Reference: F2004/06987-02  
Document Number: D07540366

**6 PECUNIARY INTEREST AND OTHER MATTERS RETURNS - DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS**

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**EXECUTIVE SUMMARY**

- Section 449 of the Local Government Act (the Act) details the statutory requirements in respect of the lodgement of Disclosure of Pecuniary Interests and Other Matters Return/s by Councillors and Designated Persons.
- Section 450A(2) of the Act requires that Returns lodged under Section 449 are to be tabled at the next available Council meeting.
- In line with Section 450A(2), this Report seeks to table the Return/s recently lodged with the General Manager.

**RECOMMENDATION**

THAT Council note the Disclosure of Pecuniary Interests and Other Matters Returns recently lodged with the General Manager have been tabled as required by the Local Government Act.



## PURPOSE

The purpose of this Report is to table the Disclosure of Pecuniary Interests and Other Matters Returns lodged by Councillors/Designated Persons who have left, commenced with, or internally transferred to a relevant position within Council.

## BACKGROUND

Section 449(1) of the Act requires a Councillor or Designated Person to complete and lodge with the General Manager a Disclosure of Pecuniary Interests and Other Matters Return within three months after becoming a Councillor or a Designated Person. Section 449(3) requires a Councillor or Designated Person holding that position at 30 June in any year to complete and lodge with the General Manager a Return within three months after that date. Section 449(5) states that nothing prevents a Councillor or Designated Person from lodging more than one Return in any year.

Section 450A(2) of the Act requires that Returns lodged under Section 449 are to be tabled at a meeting of Council. Returns lodged under Sections 449(1) and 449(3) are to be tabled at the first meeting held after the last day for lodgement under those Sections; and Returns lodged for any other reason are to be tabled at the first meeting after their lodgement.

Council's procedures in respect of the disclosing of interests have been developed to cater for the election/appointment/employment/retirement/resignation/etc of Councillors or Designated Persons. These procedures:

- Require all Councillors and Designated Persons who hold that position at 30 June in any year to submit Returns to the General Manager by 30 September in that year (i.e. they are lodged under S449(3)). These Returns are tabled at Council's October or November General Meeting for that year.
- Require newly elected Councillors or newly appointed Designated Persons to lodge Returns to the General Manager within three months of their election/appointment (i.e. they are lodged under S449(1)). These Returns are tabled at the next available General Meeting of Council.
- Require those Councillors or Designated Persons who are leaving Council (because of retirement, resignation, etc) to lodge Returns to the General Manager by their last day with Council. These Returns are tabled at the next available General Meeting of Council.

## DISCUSSION

### Returns Lodged in Accordance with Sections 449(1), 449(3) and/or 449(5) of the Act and Council's Procedures

Council last considered the tabling of Disclosure of Pecuniary Interests and Other Matters Returns under Sections 449(1) and (5) of the Act at the General Meeting held on 10 October 2018 (see Deputy General Manager's Report No. CS40/18). Since that time, one additional Return has been lodged with the General Manager and is now tabled as required by the Act.

Date Lodged	Councillor/Designated Person (Position)	Reason for Lodgement
10/10/2018	Manager Strategy and Place Unit	New Employee

## BUDGET

There are no budgetary implications associated with this Report.

**POLICY**

There are no policy implications associated with this Report.

**CONCLUSION**

Council's consideration of this Report satisfies the requirements of the Act regarding the lodgement of Disclosure of Pecuniary Interests and Other Matters Return/s by Councillors and Designated Persons.

**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Manager, Governance and Customer Service – Robyn Abicair, who can be contacted on 9847 6608.

ROBYN ABICAIR

Manager - Governance and Customer Service  
Corporate Support Division

GARY BENSLEY

Deputy General Manager - Corporate Support  
Corporate Support Division

**Attachments:**

There are no attachments for this report.

File Reference: F2018/00223

Document Number: D07542245

## 7 25,000 TREES PROGRESS REPORT

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### EXECUTIVE SUMMARY

- In July 2018, Council resolved, in part, via Mayoral Minute 12/18 to adopt a goal to plant 25,000 trees by September 2020 and to publish reports each quarter until the end of the program advising on the progress towards the goal.
- The program is in the start-up phase and for the quarter July-September 2018, 1250 trees have been planted on street verges, in parks and reserves and at community planting days. An additional 8584 other plants (ground covers, shrubs and bushes etc) have also been planted as part of this program and other Council works.
- A further 988 trees and 1300 other plants have been provided to the community at native plant giveaways and other events.
- There has been a high level of community support for the program with over 402 volunteers attending community planting days in Council parks and reserves, school planting programs and at various Bushcare sites.
- The main source of plant stock for the program is Council's community nursery. Nursery volunteers have worked to increase tree production to meet the increased demand associated with the program. To support the increased production, upgrade works at the Nursery have been undertaken including the replacement of a greenhouse, expansion of tree maturing area, fencing, irrigation and drainage works.
- Whilst the program has necessarily commenced utilising existing resources, in order for Council to meet its stated goal, additional resources are required to be allocated as identified through the development of Council's Long Term Financial Plan. This will enable increased tree production, the engagement of project officers to implement the program, increased contractor planting and maintenance of street trees, thus allowing not only the goal of 25,000 trees to be met but also ensuring that broader goals for community engagement and participation are also achieved.

### RECOMMENDATION

THAT the contents of Group Manager's Report No. EH18/18 be received and noted.

## PURPOSE

The purpose of this Report is to detail progress to date on the 25,000 trees initiative.

## BACKGROUND

At the 11 July, 2018 Ordinary Meeting, Council considered Mayoral Minute 12/18 and resolved that Council:

1. *Adopt a goal to plant 25,000 trees by September 2020.*
2. *Authorise the General Manager to identify opportunities to fund an increased tree planting program across the Shire as part of the preparation of the Long Term Financial Plan with any subsequent budget changes to be reported to Council at a quarterly review.*
3. *Commence increased tree plantings through existing budget allocations and staff resources whilst the Long Term Financial Plan is being developed.*
4. *Publish and promote the program of "25,000 Trees by 2020" actively across all media including direct correspondence to community organisations, environmental and resident groups.*
5. *Publish a detailed list of proposed planting sites in advance of any plantings in order to inform our community of the schedule and to seek their support in watering and maintaining new trees.*
6. *Publish reports each quarter until the Program's end to advise of progress towards the target*

## DISCUSSION

Trees and their canopy provide a wide range of benefits to the community including reducing summer temperatures, reducing storm water run-off, providing habitat, capturing airborne pollutants, increasing urban amenity, improving visual aesthetics and contributing to the wellbeing of the community. They are the most visible element of the Shire and help to define the Shire's neighbourhoods both with their presence and absence. The trees, and the canopy of Hornsby Shire, are central to its identity and character. The community, most recently through research undertaken for the development of the Community Strategic Plan, has reinforced the high value it places on the preservation of this character and prioritises effort to sustain it.

Noting the benefits of trees, their contribution to the Shire's character and Council's resolution to adopt a goal to plant 25,000 trees by September 2020, Council has commenced an increased planting program within current budget and staff allocations.

To implement the program a mix of community engagement activities and on-ground works have occurred utilising staff from Community Services, Strategy and Communications, Natural Resources and Parks and Recreation. Activities undertaken to date include:

- Community planting days
- Contract street tree planting
- School plantings
- Native plant giveaways
- Development of a microsite website for the program.
- Marketing and communication activities

## Program Metrics

Progress on the project to date is summarised in the table below.

Table 1 – 25,000 Trees Key Metrics

Trees Planted	Trees Given Away	Other Plants Planted	Other Plants Given Away	Community Volunteers
1250	988	8584	1300	402

Note:

- Trees planted – a tree planted by a Council staff member or under the supervision of Council staff (community member at a planting day, contractor, etc.)
- Trees given away – Trees given away as part of the Native Plant Giveaway program or to registered volunteers or as part of promotional events.
- Other plants planted – plants that are planted, but are not trees, in association with community planting days, Council projects etc
- Other plants given away - Plants given away as part of the Native Plant Giveaway program or as part of promotional events.
- Community Volunteers – community members who have registered at community planting days and are operating under the supervision of staff.

The community and Council are able to obtain live updates on progress with the program via the 25,000 trees website <http://trees.hornsby.nsw.gov.au/> which contains key metrics such as trees planted, volunteer numbers and other plants planted.

Whilst recorded, trees that have been given away have not been counted to date towards the 25,000 tree goal as Council has not been able to verify that they have all been planted. It is noted that plant giveaways occur at nominated times at Council's community nursery and residents make a specific journey to collect their trees which likely equates to a high level of commitment to plant the tree.

To address this issue and enable resident planted trees (on private land) to contribute towards Council's goal, a GIS web app has recently been developed and is available at the 25,000 trees website. This app enables Council staff, contractors and residents to spatially record trees that they have planted, which will then be counted towards the 25,000 trees goal.

## Community Engagement

A critical aspect to Council achieving its goal of 25,000 trees is clear communication and engagement with the community regarding the program.

To date the 25,000 trees program has been supported through the broadcast of key messages, marketing collateral and production of a micro website. The marketing campaign has built awareness of the program and driven the community engagement.

The 25,000 trees micro website in particular has notable innovations with interactive mapping, tree information specific to our Shire and a call to action and registration. Marketing collateral items have included; street flags, mall flags, posters, postcards, coreflute signage, pull-up banners, mesh fencing and citizenship stickers.

As the program progresses beyond the current initiation phase, it is intended that Council engage more actively with resident associations, civic trusts and community groups for local street tree planting initiatives and maintenance support.

This also extends to communicating proposed tree planting locations to residents in order to engage local support and assistance in the program.

### **Seasonal Planting**

Assuming a commencement date of July 2018 and a linear trend in planting, the program goal of 25,000 trees by September 2020 would require monthly planting of 962 trees. Hence, at the end of September a total of 2,886 trees should be planted. Currently 1,250 trees have been planted and 988 trees have been given away.

The optimal time to plant new trees is in Autumn, as this avoids exposing newly planted trees to the heat and dry of summer and minimises the watering requirements during the tree establishment period.

As noted earlier, current planting rates have been limited taking into account the initiation phase of the program and that we are not in the optimal planting season. Planning work is currently being undertaken to ensure that significant plantings will be able to occur in Autumn of 2019. This includes expanding the capacity of plant production at Council's community nursery where an additional greenhouse and tree preparation area is being constructed to support more advanced and a greater number of trees.

As identified above, work is underway to identify streets and neighbourhoods for planting during Autumn 2019. As this is resolved, Council will engage with these streets regarding the proposed plantings, seeking to gain residents commitment to participate in the program and assist with tree maintenance.

An urban forest strategy providing a broader strategic framework to the program and Council's approach to trees will also be developed as part of the advanced LEP review process.

### **BUDGET**

To date Council has spent approximately \$180,000 on the initiative which has come from existing budget allocations.

In order for Council to meet its goal of 25,000 trees by September 2020, additional resources will need to be allocated to the program.

Councillors have provided input to a series of informal workshops regarding the Long Term Financial Plan where the resourcing requirements for the 25,000 trees program has been discussed. In line with these discussions, a budget allocation \$1.25 million per annum is required to deliver the program.

Provision for this amount has been made in the Quarterly Budget Review - September Quarter report which is also included for consideration in Council's November business paper.

### **POLICY**

There are no policy implications associated with this Report.

### **CONCLUSION**

In July 2018 Council initiated the 25,000 trees by September 2020 program. As at the end of September 2018, 1250 trees have been planted on street verges, in parks and reserves and at community planting days. An additional 8584 other plants (ground covers, shrubs and bushes etc) have also been planted as part of this program and other Council works.

A further 988 trees and 1300 other plants have been provided to the community at native plant giveaways and other events. Support for these activities, namely community planting events has culminated in participation of 402 volunteers.

Whilst the program has necessarily commenced without any additional resources, in order for Council to meet its stated goal, an additional budget allocation of \$1.25 million is required as identified in the development of Council's Long Term Financial Plan. This will enable increased tree production, the engagement of project officers to implement the program and increased contractor planting and maintenance of street trees.

**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Dr Peter Coad who can be contacted on 9847 6766.

PETER COAD  
Manager - Natural Resources  
Environment and Human Services Division

STEPHEN FEDOROW  
Group Manager  
Environment and Human Services Division

**Attachments:**

There are no attachments for this report.

File Reference: F2018/00213

Document Number: D07546502

**8 CATCHMENTS REMEDIATION RATE (CRR) ANNUAL EXPENDITURE REPORT 2017/2018**

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**EXECUTIVE SUMMARY**

- Catchments Remediation Rate Program ('CRR') expenditure for the 12 months to 30 June 2018 has been reviewed by the independent CRR Expenditure Review Panel ('the Panel') and is considered to be reasonable and acceptable.
- Revenue received for the Catchments Remediation Rate (CRR) in 2017/18 was \$2,870,000 with the balance of funds at 30 June 2018 being \$63,000. This was as a result of income generated, \$2,870,000 plus \$44,000 brought forward from 2016/17, less expenditure of \$2,851,000.
- A cost summary of expenditure for 2017/18 and the CRR Expenditure Review Panel's report is provided in Attachments 1-3 of Group Manager's Report No. EH20/18.
- The Panel was presented with a summary for both capital and non-capital expenditure. It was noted that the performance of the capital program in 2017-18 was good, with three projects being completed and two underway.
- There was discussion around the request from the General Manager that the workings of committees be reviewed by members. The Panel discussed the request and agreed to provide written feedback for inclusion into a consolidated review to be reported later in the year.
- Further discussion took place on the details presented in the financial reports and it was agreed that future reports would be re-formatted to provide greater clarity on detailed expenditure.

**RECOMMENDATION**

THAT the contents of Group Manager's Report No. EH20/18 be received and noted.



## PURPOSE

The purpose of this Report is to inform Council regarding the expenditure of CRR funds for the 2017/18 financial year and to table the comments of the external CRR Expenditure Review Panel.

## DISCUSSION

### Catchments Remediation Capital Works

As of 30 June 2018, \$724,000 was spent on capital works with three catchment remediation projects being completed:

- One stormwater harvesting system, including biofiltration treatment and a gross pollutant device, to irrigate Asquith Oval and cleanse stormwater before entering Calna Creek.
- One large end-of-pipe biofilter to cleanse overflow from the storm water harvesting system at Pennant Hills Park
- Creek bank stabilisation works at Upper Berowra Creek

Furthermore, construction started on two catchment remediation projects:

- A vault (or 'underground') gross pollutant trap at Pennant Hills
- A stormwater harvesting system, including biofiltration treatment and a gross pollutant device, at Orara Park, Waitara to irrigate Waitara Oval and cleanse stormwater before entering Hornsby Creek.

### Non-Capital Expenditure

Non-capital expenditure during 2017/2018 supported various Council operations that contributed to improving water quality Shire-wide including:

- Pro-active maintenance of all stormwater improvement assets, including the removal of over 1,000 cubic metres of sediment, litter and organic matter
- Vegetation management and landscaping activities on over 12 hectares of land adjacent to the water quality control devices
- Water quality monitoring and research
- Street sweeping
- Community project support, e.g. Bushcare and Clean4Shores
- Emergency response to spills
- Riparian restoration works
- Salaries, wages, overheads and associated administrative costs for project management

### CRR Expenditure Review Panel

Council's CRR Expenditure Review Panel was initially established in 1997 to provide public accountability and transparency to CRR expenditure and it continues to perform this function.

On 15 October 2018, the CRR Expenditure Review Panel met to discuss expenditure for the 2017/18 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 was presented with a summary for both capital and non-capital expenditure. It was noted that the performance of the capital program in 2017-18 was good, with five projects being initiated and completed.

There was discussion around the request from the General Manager that Committee members review the workings of committees to ensure consistency across all Council administered committees, ensuring clearly defined charters and objectives, membership and protocols. The Panel members discussed the above points and agreed to provide written feedback and recommendations to Council staff for inclusion into a consolidated review that would be reported to Council later in the year.

Discussion also took place on the detail presented in the financial reports and the Panel requested that future reports consolidated expenditure against certain items. It was explained that the issues identified in the reports were a result of the need to combine accounts after the implementation of the new accounting system. Council staff agreed to ensure that accounts presented in future reports would be clearly delineated to ensure clarity.

The Panel's report is included as Attachment 1.

### **BUDGET**

The relevant budget and incurred expenditure for the CRR is shown in Attachments 2 and 3.

### **POLICY**

There are no policy implications arising as a result of this Report.

### **CONCLUSION**

\$2,851,000 in CRR funds were spent throughout 2017/18 on a range of capital and non-capital projects designed to improve water quality across the Shire.

In line with its Charter, the CRR Expenditure Review Panel has sighted and discussed the financial details of CRR expenditure as of 30 June 2018, and considers all reports to be acceptable and reasonable.

### **RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Natural Resources Operations Manager, David Beharrell, who can be contacted on 9847 6860.

PETER COAD  
Manager - Natural Resources  
Environment and Human Services Division

STEPHEN FEDOROW  
Group Manager  
Environment and Human Services Division

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**Attachments:**

1. [Attachment 1. CRR Panel Report\\_16 October 2018](#)
2. [Attachment 2. CRR Balance\\_2017-18](#)
3. [Attachment 3. CRR Summary of Total Expenditure\\_2017-2018](#)

File Reference: F2005/00829-03

Document Number: D07552812

**ITEM 8**

**9 REVIEW OF POLICIES AND CODES - INFRASTRUCTURE AND RECREATION**

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**EXECUTIVE SUMMARY**

- Council's Policy – "Adoption, Alteration and Review of Policies and Codes" – states that each Division of Council has a two month period in the first and third year of each term of Council to review all policies and codes under their control and recommend any changes to Council.
- The current policies and codes pertaining to the Infrastructure and Recreation Division have now been reviewed and recommendations have been made for each policy/code based on current service needs and legislative changes.

**RECOMMENDATION**

THAT Council adopt the recommendations contained in the table in Deputy General Manager's Report No. IR9/18 in respect of each of the current policies and codes under the jurisdiction of the Infrastructure and Recreation Division.

## PURPOSE

The purpose of this Report is to present to Council the outcomes of the review of policies and codes under the jurisdiction of the Infrastructure and Recreation Division, and to seek Council's endorsement of the recommended actions in response to the review of those policies and codes.

## BACKGROUND

Council's Policy – "Adoption, Alteration and Review of Policies and Codes" – states that each Division of Council has a two month period in the first and third year of each term of Council to review all policies and codes under their control and recommend any changes to Council.

The policies and codes under the jurisdiction of the Infrastructure and Recreation Division have not been reviewed for two years.

ExCo has decided that current policies and codes should be combined into one category called policies, and that the following definitions should apply in respect of the terms Policy, Determination, Guideline and Procedure.

A **"Policy"** is a document which is:

1. *required or allowed by legislation to be determined by resolution of Council*
2. *a broad statement of objectives, protocols or principles in relation to specific activities/issues of Council, the merits of which require it to be determined by resolution of Council*
3. *a collection of rules, regulations, codes and standards relating to a particular subject and designed to provide guidance to Council staff and external parties about how business is done with Council, the merits of which require it to be determined by resolution of Council.*

A **"Determination"** is a document which has the same characteristics as a Policy but the merits of which do not require it to be determined by formal resolution of Council. A Determination is made effective by decision of the General Manager and/or ExCo.

A **"Guideline"** or **"Procedure"** is a document which provides more specific direction on how a Policy or Determination is to be implemented or applied, or which outlines specific work tasks within the organisation. A Guideline or Procedure can be made effective by decision of a Branch Manager, Divisional Manager, General Manager or ExCo.

## DISCUSSION

### Infrastructure and Recreation Division Policies and Codes

A review of the current policies and codes under the jurisdiction of the Infrastructure and Recreation Division has been undertaken and a listing, together with a summary of proposed amendments, is contained below. The policies and codes, incorporating amendments where they are proposed, are attached. Deletions are shown in the attachments by ~~strike through~~ and additions by **bold italics**.

Current Policy or Code Title	Comment and Recommendation
<b>Assets Management and Maintenance Branch</b>	
Policy - Asset Management D01365870	The content and intent of this document remains relevant and should be retained.  Recommendation – That this Policy be retained as is.

Current Policy or Code Title	Comment and Recommendation
Policy – Stormwater Management POL00144	The content and intent of this document remains relevant and should be retained, subject to minor amendments as shown in the attached policy.  <b>Recommendation</b> – That this Policy be retained subject to minor amendments.
Policy – Footpath Levels - Alterations POL00114	The content and intent of this document remains relevant and should be retained, subject to minor amendments as shown in the attached policy.  <b>Recommendation</b> – That this Policy be retained subject to minor amendments.
Policy – Street Signs POL00123	The content and intent of this document remains relevant and should be retained.  <b>Recommendation</b> – That this Policy be retained as is.
Policy - Street Lighting POL00122	The content and intent of this document remains relevant and should be retained, subject to minor amendments as shown in the attached policy.  <b>Recommendation</b> – That this Policy be retained subject to minor amendments.
<b>Design and Construction Branch</b>	
Policy - Vehicular Crossings POL00124	The content and intent of this document remains relevant and should be retained, subject to minor amendments as shown in the attached policy.  <b>Recommendation</b> – That this Policy be retained, subject to minor amendments.
<b>Traffic and Road Safety</b>	
Policy - Parking Restrictions near Driveways and Laneways POL00405	The content and intent of this document remains relevant and should be retained.  <b>Recommendation</b> – That this Policy be retained as is.
Policy - Parking Restrictions - Council Car Parks POL00116	The content and intent of this document remains relevant and should be retained.  <b>Recommendation</b> – That this Policy be retained as is.

It should be noted that some of the above policies will be transferred to other parts of the organisation in line with the adopted new organisational structure.

## BUDGET

There are no budgetary implications associated with this Report.

**POLICY**

Details of the review that has been undertaken of each current Policy and Code within the Division is summarised within this Report.

**CONCLUSION**

The review of policies under the jurisdiction of the Infrastructure and Recreation Division has been undertaken and updated where necessary. It is recommended that the above policies be retained.

**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Deputy General Manager, Infrastructure and Recreation Division – Robert Stephens, who can be contacted on 9847 6665.

ROBERT STEPHENS

Deputy General Manager - Infrastructure and  
Recreation  
Infrastructure and Recreation Division

**Attachments:**

1. ➡ Draft Review of Policies and Codes - Infrastructure and Recreation Division

File Reference: F2013/00454

Document Number: D07530763

## **10 HORNSBY SPORTSGROUND STRATEGY**

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### **EXECUTIVE SUMMARY**

- Council endorsed the exhibition of the Draft Hornsby Sportsground Strategy at the July 2018 General Meeting
- The Draft Hornsby Sportsground Strategy was placed on public exhibition for a six week period closing 7 September 2018. This included two stakeholder meetings with the sporting community, on Council's website, social media and notification through Council's e-newsletter.
- There were 16 written submissions received with many supporting the draft strategy and suggesting minor changes.
- Strong interest was shown in the development of sporting and recreational facilities at Westleigh Park.

### **RECOMMENDATION**

#### **THAT COUNCIL:**

1. Endorse the Hornsby Sportsground Strategy attached to Deputy General Manager's Report No. IR10/18.
2. Consider the prioritisation of the improvements identified in the Sportsground Strategy in the preparation of the Delivery Program 2018-21 and the draft 2019/20 Operational Plan and Annual Budget.
3. Notify all of those who lodged a submission of Council's decision.



## PURPOSE

The purpose of this Report is to inform Council of the submissions received following public consultation of the draft Hornsby Sportsground Strategy and seek Council endorsement of the revised and updated strategy (Attachment 1).

## BACKGROUND

At the July 2018 Ordinary Meeting, Council considered Deputy General Manager's Report No. IR8/18 and resolved that:

*Council endorse the exhibition of the Draft Hornsby Sportsground Strategy attached to Deputy General Manager's Report No. IR8/18 with the feedback received to be reported back to Council for consideration.*

## DISCUSSION

The Hornsby Sportsground Strategy has been developed through a two stage process. In 2017 the Hornsby Sportsground Discussion Paper set out guiding principles regarding the challenges for sportsgrounds in the short and long term and to develop transparency in decision making. This was then placed on public exhibition, including key stakeholder meetings with sporting clubs and associations.

The Hornsby Sportsground Strategy has been developed utilising the principles established in the Hornsby Sportsground Discussion Paper.

### Guiding Principles for Council

- Council should aim to increase the carrying capacity at existing grounds, ensure that facilities are shared in both seasons, and seek additional grounds
- Council should prioritise access to sportsgrounds for community based sport
- Maintain a diversity of sports across the area, and a good depth of competition
- Where limited opportunities exist for new or upgraded sportsground facilities at the local level, it is acknowledged that users will need to travel to other venues
- Council should provide for diversifying populations and lifestyles: age, ability, cultural backgrounds and demand for new sport formats and schedules.
- Infrastructure planning should be based around flexibility/adaptability/multi-use wherever possible to meet changing demands

### Guiding Principles for Sporting Organisations

- Commitment to collaborate with Council and other sports to address demands for all users
- Adaptation – meeting demand for limited sportsgrounds requires groups to be flexible to new opportunities
- Maximise current capacity – existing sportsgrounds in all parts of the LGA should be utilised despite travel distances.

### Funding Principles

- Funding responsibility for sport should be shared with federal and state governments and sports codes

- For new or upgraded facilities Council should seek contributions from:
  - federal and state government and sports codes for regional priorities
  - corporate and private sports providers through joint ventures
- Where limited funds are available, Council's funding priorities are focussed upon improving sportsground facilities for conducting sport, as opposed to contributing towards club based social facilities
- Council should plan collaboratively for turf and synthetic ground replacements and whole of life costs
- Should users wish to have higher quality of facility than Council can afford; or is considered a low priority, they will be required to contribute to the capital cost of the upgrade works and associated additional maintenance cost

Key recommendations of the Sportsground Strategy are:

1. Adapt and maintain the facility inventory developed for this project
2. Adapt and monitor seasonal utilisation based on methods established for this project
3. Monitor sport participation rates and trends against utilisation/allocations
4. Adopt and progressively implement the model outlined in the report for increasing the capacity of sportsgrounds in the LGA including:
  - a) Reviewing and evaluating options to further boost capacity through the use of synthetic sports surfaces at appropriate sites
  - b) Engage with the Department of Education to review options for embellishing and using identified school sportsgrounds
5. Progressively review the impact of initiatives on supply/capacity of grounds against contemporary and forecast demand/utilisation to refine the quantum for additional increases in capacity
6. In line with the models developed, progressively work through development and allocation options and alternatives with sporting bodies to ensure contemporary needs are met including planning for new facilities:
  - a) Westleigh Park –
    - i) Prepare a masterplan for development of fields and supporting infrastructure based on two oval areas overlaid with up to four rectangular football fields. This ensures the site is flexible in use and adaptive to future needs as the demands for the region will change over time. A specific and detailed consultation process will be undertaken with the community regarding plans and uses of Westleigh Park
    - ii) Plan for the use of synthetic surfaces in first phase of development to maximise capacity from the start
    - iii) Key sport users in winter should include football (soccer) and AFL and in summer should include cricket, summer football, touch and/or oztag

- iv) Seek regional and state support for the development of Westleigh Park as a regionally significant facility
- b) Hornsby Park –
  - i) Prepare a masterplan for the development of an oval and support facilities to cater for cricket (level of competition and pitch type to be determined) and football in winter. A specific and detailed consultation process with be undertaken with the community regarding plans and uses of Hornsby Park
- 7. Identify specific requirements for the upgrade of ancillary facilities to compliment capacity upgrades and address contemporary issues (e.g. safety, shade, customer expectations/standards, increased female participation, and cultural profiles)
- 8. Investigate longer term opportunities for new and upgraded facilities to meet demand beyond 2026 (including Cowan and Schofield Parade)

#### **Submissions receive during exhibition period**

The draft Hornsby Sportsground Strategy was placed on public exhibition for a six week period which closed 7 September 2018.

A total of 16 written submissions were received during the exhibition period. Feedback was also received from sports clubs and associations during the two stakeholder meetings held at Hornsby and Pennant Hills. A summary of the submissions and Council officer's response to each can be found in Attachment 2.

Submissions on the draft Hornsby Sportsground Strategy include:

- Eight (8) submissions generally supporting the findings and recommendations of the strategy
- Four (4) submissions directly relating to the development of Westleigh Park and the provision of sporting/recreational facilities within the site
- Three (3) submissions regarding tennis facilities within the shire
- One (1) submission regarding the installation of sportsfield lighting at James Henty Park.

Other feedback following the key stakeholder meetings include:

- The methods for data collection utilised does not equal the number of people on the ground at a given time however the data supplied by sports clubs was often not consistent across multiple codes to enable consistent comparisons
- Ensuring that there is a balance between providing new facilities and the ability to maintain these new facilities as well as existing facilities to appropriate standards
- There is a preference among some sports codes, including athletics and softball, to utilise natural turf facilities over synthetic fields
- Greater ability to share grounds for training across various sports codes if a ground is underutilised

A submission was received from Beecroft Football Club which sought that Cheltenham Oval be converted from a turf to a synthetic surface. The current and forecast usage data for Cheltenham Oval does not support the need for a synthetic surface to meet the ground's carrying capacity over the

next ten years. In other words, Council officers believe with the inclusion of an irrigation system, additional carrying capacity can be achieved through nature turf to meet demand.

Notwithstanding, the current works by NorthWest Rapid Rail in locating and constructing a new public amenity and sports building on the northern side of the Oval may generate additional foot traffic and impact the playing surface through overshadowing. This accumulated effect may generate the need to install a more durable sports surface such as synthetic. The conversion of Cheltenham Oval to a synthetic surface has been included at the later end of the ten year plan, albeit, unfunded at this point of time. A decision on the conversion will in part depend upon the impacts of actual use on the ground.

The draft Hornsby Sportsground Strategy has been revised to incorporate the feedback received during the consultation period.

## **CONSULTATION**

The Sportsground Strategy was established first through the development of a Sportsground Discussion Paper that was widely advertised and consulted with stakeholders in 2017.

In the preparation of the Sportsground Strategy, consultation was undertaken with members of the public, the sporting community, through two sports stakeholder meetings along with advertising on Council's website, social media and e-newsletters.

## **BUDGET**

The Sportsground Strategy has identified broad costs to address the shortfall in the provision of playing surface over the next 10 years. The current estimated cost of works exceeds \$60 million. However, it is noted that the conversion of Cheltenham Oval from turf to synthetic, whilst now listed in the Strategy, is not funded.

The New South Wales Government's announcement of \$40 million to develop Westleigh Park as a major sports precinct will assist in delivering these facilities.

However, realisation of the other key recommendations will involve a reprioritisation of Council's current funding base – general revenue, special rate variation funds and development contributions in the Long Term Financial Plan (LTFP) which will shortly be provided to Council for its consideration. It is anticipated that these funding sources will be supplemented through grants such as the Greater Sydney Sports Facility Fund.

## **POLICY**

Development of the Hornsby Sportsground Strategy has its basis in the Active Living Hornsby Strategy which sets the broad policy direction for Council to address open space planning across the shire.

## **CONCLUSION**

The Sportsground Strategy identifies current issues and demand, options for future provision of sportsgrounds, and sets guiding principles to support the prioritisation and allocation of resources to meet current and forecast demands for sportsgrounds.

Previous actions have placed Council in a good position to accommodate much of this demand, notably through the acquisition of the former Sydney Water site at Westleigh and the development proposals for Hornsby Park which includes Old Mans Valley.

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**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the Manager, Parks and Recreation – David Sheils - who can be contacted on 9847 6792.

DAVID SHEILS  
Manager - Parks and Recreation  
Infrastructure and Recreation Division

ROBERT STEPHENS  
Deputy General Manager - Infrastructure and  
Recreation  
Infrastructure and Recreation Division

**Attachments:**

- 1. [➡](#) Attachment 1 - Hornsby Sportsground Strategy -
- 2. [➡](#) Attachment 2 - Strategy submission summary

File Reference: F2016/00360  
Document Number: D07539777

**11 TENDER RFT18/2018 - SUPPLY, DELIVERY, PREPARE SURFACE AND LAY CULTIVATED TURF**

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**EXECUTIVE SUMMARY**

- The proposed contract for "Supply, Delivery, Prepare Surface and Lay Cultivated Turf" is required to service Council's needs in maintaining sportsgrounds, parks and naturestrips.
- Given the requirements of Council, it is essential that a panel of contractors be available to supply turf to allow for the works to be carried out efficiently and effectively and to allow for programming flexibility.
- The recent tender process generated one submission and Council needs a minimum of two suppliers and preferably three to ensure works are completed in a timely manner.
- It is recommended that Council not accept the tender and instead use the NSROC panel of contractors for the supply, delivery, surface preparation and laying of cultivated turf.

**RECOMMENDATION**

THAT Council not accept any tender for the Supply, Delivery, Prepare Surface and Lay Cultivated Turf and instead use the NSROC panel of contractors for the same purpose.

**PURPOSE**

The purpose of this Report is to report the outcome of the recent tender process for “Supply, Delivery, Prepare Surface and Lay Cultivated Turf” and recommend that the one tender received not be accepted.

**BACKGROUND**

The supply and delivery of cultivated turf contract is required by Council to service the maintenance of sportsgrounds, parks and nature strips while allowing for programming flexibility. The contract is currently being serviced by Evergreen Turf, High Quality Turf Pty Ltd and Qual Turf Pty Ltd. The term of the current contract expires soon and the purpose of this tender is to enter into new contracts through a public tender process.

**DISCUSSION**

Tender RFT18/2018 is a Schedule of Rates tender. A summary, together with evaluation details are in folder F2018/00166. Excepting this report, the summary and details of the tenders received are to be treated as confidential in accordance with the Local Government Act.

The objective of the tender is to determine a suitable panel of contractors who can provide Council value for money for supply, delivery, prepare surface and lay cultivated turf.

A public tender notice was advertised in the Sydney Morning Herald, relevant local newspapers, together with Tenderlink. The tender was issued in August 2018 with a closing date of 6 September 2018.

One (1) tender was received for Tender RFT18/2018 from Musturf Pty Ltd.

**TENDER EVALUATION**

Council needs a minimum of two suppliers for the supply, delivery, prepare surface and lay cultivated turf to meet the programming demand. Council has had a panel of three or more suppliers for supply, delivery, prepare surface and lay cultivated turf historically and this arrangement is essential to cater for the demand and to get the parks jobs completed in a timely manner.

Considering Council's requirements for cultivated turf and how the supplies have been managed historically, having only one supplier for the supply, delivery, prepare surface and lay cultivated turf for the maintenance of Council's assets will be problematic and result in inefficiencies. This includes delays in preparing sportsgrounds at the conclusion of the winter season.

As a result it is in Council's interest not to accept a single supplier.

It is noted that NSROC, which Hornsby Shire Council is a member, has recently sought tenders for a similar cultivated turf supply contract. It is recommended that Council utilise this tender process which is underway and likely to be finalised early in the New Year.

**BUDGET**

There are no budgetary implications associated with this Report.

**POLICY**

There are no policy implications associated with this Report.

**CONCLUSION**

The evaluation Panel has recommended that Council not accept any tenders for RFT18/2018 and invite fresh tenders through the NSROC group based on similar details.

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**RESPONSIBLE OFFICER**

The officer responsible for the preparation of this Report is the David Sheils – Manager, Parks & Recreation - who can be contacted on 9847 6792.

DAVID SHEILS  
Manager - Parks and Recreation  
Infrastructure and Recreation Division

ROBERT STEPHENS  
Deputy General Manager - Infrastructure and  
Recreation  
Infrastructure and Recreation Division

**Attachments:**

There are no attachments for this report.

File Reference: F2018/00166  
Document Number: D07549737

**ITEM 11**



**13 PUBLIC LIBRARY FUNDING**

ASKED BY COUNCILLOR HUTCHENCE

To the Group Manager, Environment and Human Services:

Having regard to NOM21/18 - Public Library Funding, which raised the issue of public library funding, can the Group Manager, Environment and Human Services advise Council what funding the NSW Government has committed to fund local libraries.

**Response**

Council has received correspondence from the Minister for the Arts advising that the NSW Government has provided an extra \$60 million in funding over four years to transform NSW public libraries across the State and that that all councils will receive an increase in annual library funding of between 40 and 50 per cent by 2022-23. The Minister also advised that a new \$24 million infrastructure grants program over four years will be rolled out for public libraries from 2019-20. A copy of the Minister's letter has been included for Council's information.

Further information was sought from the State Library regarding details of the timing and roll out of the increased funding. It is summarised in the table below.

Year	Current (18/19)	19/20	20/21	21/22	22/23
<b>Per Capita Funding</b>	\$1.85	\$2.45	\$2.55	\$2.65	\$2.85

The State Library have also advised that an increase of \$2 million will be made to the subsidy adjustment payment pool from 2019-20 (adjusted upwards from 2020/21), which will be used to ensure that smaller and needier communities receive meaningful increases to their annual payments. This will be implemented through modifications to the current subsidy adjustment model, which stakeholders will be consulted on.

Further information regarding public library funding can be found at <https://www.sl.nsw.gov.au/public-library-services/subsidies-grants/public-library-funding-201920>.

**Attachments:**

1. ➡ Minister Harwin Letter - Funding for NSW Public Libraries - September 2018

File Reference: F2004/05999-03

Document Number: D07541187

## 14 MAYORS NOTES FROM 1 TO 31 OCTOBER 2018

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*Note: These are the functions that the Mayor, or his representative, has attended in addition to the normal Council Meetings, Workshops, Mayoral Interviews and other Council Committee Meetings.*

Sunday 7 October 2018 – On behalf of the Mayor, Councillor Hutchence attended The Candlelight Charity Bowls Day in North Epping.

Wednesday 10 October 2018 – The Mayor participated in the Tree Planting Day at Ginger Meggs Park in Hornsby.

Tuesday 16 October 2018 – The Mayor attended the Cherrybrook Community Forum at Cherrybrook Technology High School.

Wednesday 17 October 2018 – The Mayor hosted two Citizenship Ceremonies in the Council Chambers.

Thursday 18 October 2018 – The Mayor attended the Pennant Hills District Civic Trust AGM at Pennant Hills Bowling Club.

Saturday 20 October 2018 – The Mayor attended the Edgeworth David Open Day and 2nd Anniversary at Edgeworth David Gardens in Hornsby.

Saturday 20 October 2018 – The Mayor attended and planted a tree at the Official Opening of Beecroft Station Gardens.

Saturday 20 October 2018 – On behalf of the Mayor, Councillor Browne attended The Hornsby Art Prize Award Night held at Wallarobba House in Hornsby.

Friday 26 October 2018 – On behalf of the Mayor, Councillor Waddell attended the Northholm Grammar School – RFS Cadet Graduation Ceremony held at Northholm Grammar School in Arcadia.

Saturday 27 October 2018 – The Mayor attended the Hornsby Ku-ring-gai District Tennis Association Charity Fundraiser Event at Hornsby Ku-ring-gai District Tennis Association in Asquith.

Sunday 28 October 2018 – The Mayor attended and planted a tree at the Tree Planning Day at Kenly Park in Normanhurst.

Monday 29 October 2018 – The Mayor attended and was on a Panel for the St Vincent de Paul Community Forum at Hornsby RSL.

Tuesday 30 October 2018 – The Mayor attended the Official Opening of the new Heritage Café in Pennant Hills.

File Reference: F2004/07053

Document Number: D07548502

## 15 GARDEN AND HOUSE COMPETITION

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COUNCILLOR MARR TO MOVE

THAT:

1. During the development of the 2019/20 Budget, Council give consideration to developing a Hornsby Shire Award that celebrates leading examples of sustainability and pride in our environment and in our gardens.
2. The Awards should include a number of categories such as best garden, most sustainable garden, best garden/open space in a residential flat building or medium density development and an open day to share ideas with the whole community.

**Note from Councillor:**

Council previously ran a Hornsby Shire Garden Competition that sought to recognise garden excellence across a number of categories.

I believe that bringing this award back would be a great way to encourage attractive, sustainable design in gardens and homes and could be integrated with other events such as Sustainable House Day, National Open Garden Day, National Tree Planting Day and so on which Hornsby Shire Council once supported and promoted.

These events not only engage the community, it encourages people to be both out and active and part of the social structure and shows examples of design excellence. There are many local garden and community involvement groups that could be involved in this project at little cost.

**Attachments:**

There are no attachments for this report.

File Reference: F2009/00619

Document Number: D07531496

**16 PROPOSAL TO REMOVE CHERRYBROOK AS A PRIORITY PLANNED PRECINCT**

COUNCILLOR DEL GALLEGGO TO MOVE

THAT Council:

1. Write to the Hon. Anthony Roberts MP, Minister for Planning to:
  - 1.1 Request that the State Government:
    - a) Amend the Cherrybrook Station Structure Plan to include only Government owned land within the Station Precinct.
    - b) Confirm that any proposal for rezoning of Government owned land will be accompanied by technical studies to demonstrate any increase in density would be supported by the provision of infrastructure and services for the growing community.
    - c) Ensure that traffic and transport studies for the precinct address impacts of development for the region and incorporate infrastructure schedules with clear identification of funding mechanisms to deliver necessary improvements to the road network.
    - d) Remove reference to the wider precinct (i.e. all lands outside the Government owned lands) from the Cherrybrook Station Structure Plan.
    - e) not support proponent led rezoning planning proposals outside the Government owned lands as there would be no strategic planning framework to support them following amendment of the Cherrybrook Station Structure Plan and
    - f) Continue to consult with Council and the community in the preparation of plans for the Government owned land.
  - 1.2 Inform the State Government that:
    - a) Strong community opposition to the Cherrybrook Planned Precinct has existed from the very outset, as confirmed in various surveys completed by the Department of Planning and Environment, and this feedback must be acted upon.
    - b) Rezoning of Government land in the vicinity of the Station to facilitate well-planned and landscaped medium density dwellings, up to three stories high, would likely receive greater community support.
    - c) Cherrybrook lacks the attributes for an Urban Renewal Corridor as defined by the Greater Sydney Commission as it is a well-established, low density

neighbourhood with a constrained road network with limited capacity to cater for any significant increase in density and

- d) The low density character of Cherrybrook contributes to housing diversity as the immediate areas of Castle Hill and Epping transform into high growth, medium to high density suburbs.

2. Write to local State members to seek their support for Council's resolution.

#### **Note from Councillor**

The Department of Planning and Environment has made it clear that it is working with Landcom to progress planning for the station area (Government land).

Council has on numerous occasions expressed concerns that the proposal to focus on the Government-owned land diminishes the importance of, and potentially prejudices the outcomes of, an overall strategy for education, health, housing diversity, community facilities and open space and infrastructure (including road improvements) for the entire region. However, notwithstanding Council's representations, there is still no commitment or timing from the State Government for the release of the technical studies for the entire precinct.

A recent community meeting organised by Council and attended by available Councillors and Mayor, confirmed that the majority of the residents do not want Cherrybrook categorised as a Priority Planned Precinct for medium to high density development. Of course, some people would benefit financially from progression of the Precinct through sale of land to developers. However, the process would have dire consequences for others who may be forced to sell, amalgamate or reside amongst buildings of a different scale and character to their existing homes. If we are truly engaging with the community, then we must act now to show support for the majority of residents' call for the removal of Cherrybrook from the Government's list of Planned Precincts.

Infrastructure requirements for the smaller area (Government land) of approximately 3.5 hectares will be significantly less, a fraction of the much larger area of 187 hectares. I believe that the timing for this Council resolution is now as it is apparent that the Department is continuing to progress the development of the Government owned lands in isolation. Council and local MPs must lobby the State Government to amend the Cherrybrook Station Structure Plan to focus on the Government owned land and remove reference to the wider Precinct. An amendment to the Structure Plan would return planning control to Council and assist ensure we are not subject to ad hoc proponent led proposals.

I urge Council to vote in favor of this Notice of Motion.

#### **Attachments:**

There are no attachments for this report.

File Reference: F2012/00597-03

Document Number: D07554509

## 17 UPGRADE OF KENLEY PARK

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COUNCILLOR NICITA TO MOVE

THAT:

1. Council investigate opportunities to upgrade Kenley Park.
2. Any proposed upgrade be considered as part of the development of the Operational Plan (Budget) for 2019/20.

### **Note from Councillor**

Located in the heart of our Bushland Shire, Kenley Park is well-used by the residents of Normanhurst and local community groups; a wonderful, green area providing recreational space and facilities of groups like the Hornsby Shire Historical Society.

In recent times, however, the Park has regrettably become somewhat rundown. Residents have often spoken to me about the need for maintenance of park facilities (such as the toilets) as well as their desires for paving and better lighting to improve accessibility and safety for those using this beloved area.

Through this Notice of Motion I hope to start the process of getting Kenley Park the attention it deserves sooner rather than later.

### **Attachments:**

There are no attachments for this report.

File Reference: F2004/09554

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