



# PENRITH CITY COUNCIL

## BUSINESS PAPER



*Members of an Indian delegation on a visit to Penrith City Council  
during the International Workshop  
“Innovative Urban Management”*



### Ordinary Meeting

18 June 2001



# Penrith City Council

A COUNCIL COMMITTED TO PROVIDING THE HIGHEST QUALITY SERVICE TO ITS CUSTOMERS

12<sup>th</sup> June, 2001

Dear Councillor,

In pursuance of the provisions of the Local Government Act, 1993 and Regulations thereunder, notice is hereby given that an **ORDINARY MEETING** of Penrith City Council is to be held in the Council Chambers, Civic Centre, 601 High Street, Penrith on Monday 18 June, 2001 at 7.00pm.

Attention is directed to the statement accompanying this notice of the business proposed to be transacted at the meeting.

Yours faithfully,

**Alan Travers**  
**General Manager**

## *B U S I N E S S*

1. **APOLOGIES**
2. **LEAVE OF ABSENCE**  
**Leave of Absence has been granted to:**  
*Councillor Evans – 5<sup>th</sup> June to 21<sup>st</sup> June 2001*  
*Councillor Davies – 5<sup>th</sup> June to 21<sup>st</sup> June 2001*  
*Councillor Fowler – 5<sup>th</sup> June to 1<sup>st</sup> July*
3. **CONFIRMATION OF MINUTES**  
*Ordinary Meeting 4<sup>th</sup> June 2001*
4. **DECLARATIONS OF INTEREST**  
*Pecuniary Interest*  
*Other Interest*
5. **ADDRESSING THE MEETING**
6. **MAYORAL MINUTE**
7. **NOTICE OF MOTION**
8. **ADOPTION OF REPORTS AND RECOMMENDATIONS OF COMMITTEES**  
*Local Traffic Committee Meeting – 4<sup>th</sup> June*
9. **MASTER PROGRAM REPORTS**
10. **SUPPLEMENTARY AND LATE REPORTS**  
(to be dealt with in the master program to which the item relates)
11. **QUESTIONS WITHOUT NOTICE**
12. **COMMITTEE OF THE WHOLE**

*Enquiries regarding this Business Paper should be directed to the  
Public Officer, Peter Huxley on (02) 4732 7649*

**ORDINARY MEETING  
MONDAY 18 JUNE 2001  
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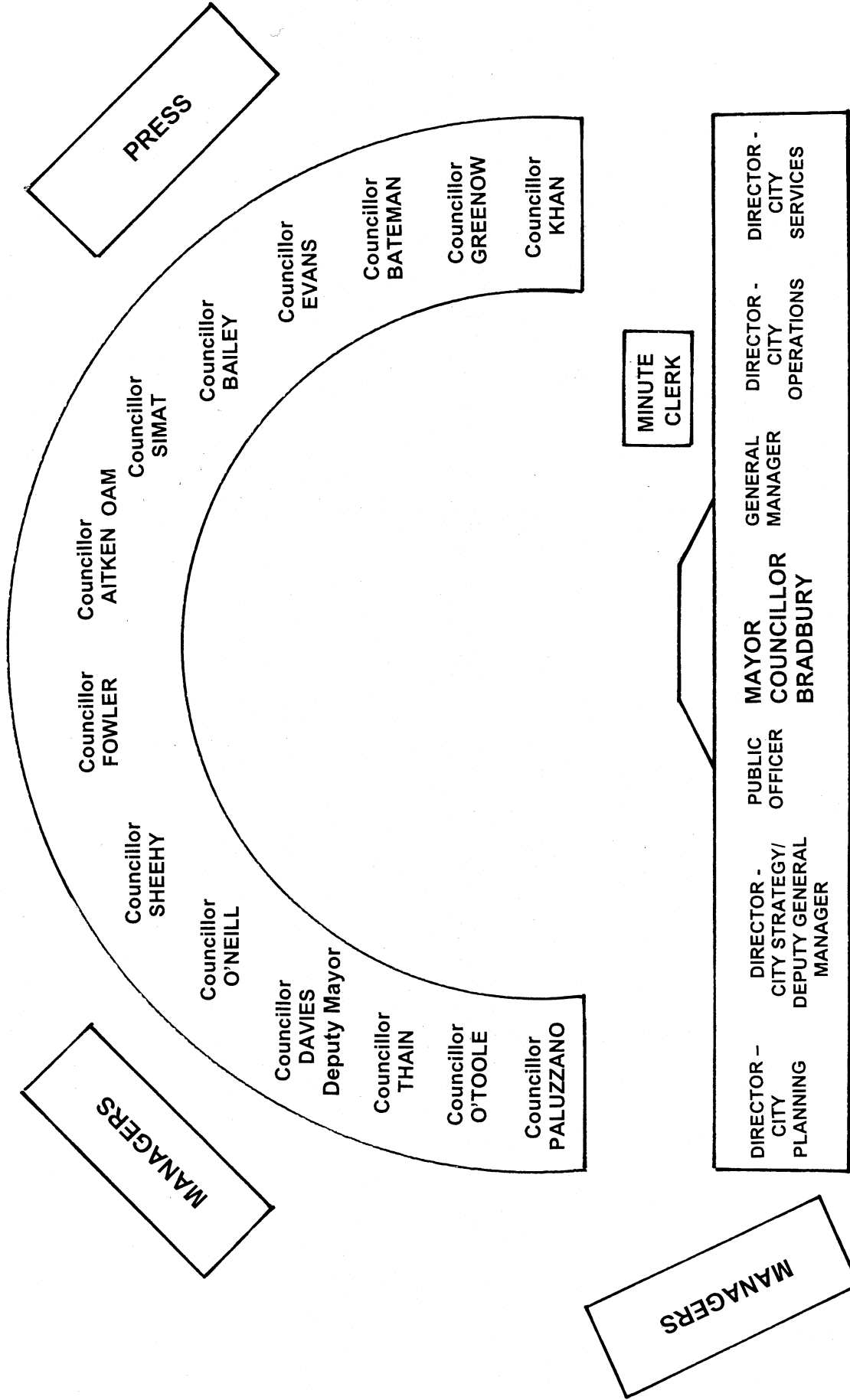
# PRAYER

“Almighty God, we acknowledge that you are sovereign over the nations of the World and in the lives of individuals. Our destiny is in your hands. Help us who are gathered here in this Council Meeting to seek your way and the welfare of the people we represent.

Guide us, we pray in our deliberations, in our differing opinions, to listen to each other with respect and interest. Help us to be fair in our judgements, wise in our actions, endeavouring to keep a spirit of harmony and peace, so that our city may prosper and our people live in contentment. In the name of Jesus Christ our Lord. Amen.”



# COUNCIL CHAMBERS SEATING ARRANGEMENTS



**PENRITH CITY COUNCIL**  
**MEETING CALENDAR**  
**1 July 2001 – 31 December 2001**

MINUTE NO

	TIME	JUN	JULY	AUG	SEPT	OCT	NOV	DEC
		Mon	Mon	Mon	Mon	Mon	Mon	Mon
Ordinary Meetings	7.00 pm	4	2	6	3	8	5	3
		18	16	20#	17	22	19#	17
Extraordinary Meeting								
Policy Review Committee	7.00 pm	25	23	27	24	15	12	10

**Council has two Ordinary Meetings per month where practicable. Extraordinary Meetings are held as required.**

**Policy Review Meetings are held monthly.**

**Members of the public are invited to observe at meetings of the Council. Should you wish to address Council, please contact The Public Officer, Peter Huxley on 47327649.**

**# Meetings at which the Management Plan quarterly review is tabled and discussed.**

<b>WORKSHOP CALENDAR 2001</b>								
	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
<b>OTHER COUNCIL ACTIVITIES</b>								
Works Inspection		22						
Economic Development & Employment								
Strategic Planning Review Workshop <b>(To Be Determined)</b>								
Management Planning Special Workshop								
Local Traffic Committee Meetings		4	2	6	3	8	5	3
WSROC Board Meeting		21						
WSROC EMC Meeting								
Local Government Week			23-30					
<b>POLICY FORUMS</b>								
National General Assembly - (Canberra) (ALGA)							25-28	
Local Government Association Conference - (Wollongong) (LGA)						27-31		
Australian Local Government Women's Association Conference								
Flood Plain Management Conference								
State Assembly of Local Government (Sydney)			16-17					

**UNCONFIRMED MINUTES**  
**OF THE ORDINARY MEETING OF PENRITH CITY COUNCIL**  
**HELD IN THE COUNCIL CHAMBERS, PENRITH**  
**ON MONDAY 4 JUNE 2001 AT 7.03 PM**

**PRAYER**

The meeting opened with the National Anthem and the Prayer read by Reverend Neil Checkley.

**PRESENT**

His Worship the Mayor Councillor D Bradbury, Councillors J Aitken, D Bailey, J. Bateman, G Davies, G Evans, R Fowler, J Greenow, C O'Neill, C O'Toole, K Paluzzano, P Sheehy, and J Thain

**APOLOGIES**

235 RESOLVED on the MOTION of Councillor Bailey seconded Councillor Evans that apologies be received and accepted from Councillor A Khan.

**LEAVE OF ABSENCE**

Councillor Simat was previously granted Leave of Absence for this meeting by Council.

**CONFIRMATION OF MINUTES**

**Ordinary Meeting – 21 May 2001**

236 RESOLVED on the MOTION of Councillor Davies seconded Councillor Evans that the minutes of the Ordinary Meeting of 21 May 2001 be confirmed.

**DECLARATIONS OF INTEREST**

Councillor O'Toole declared a non-pecuniary interest in Item 10 – Hydrotherapy Treatment Centre as she is an employee of Sydney Water.

**SUSPENSION OF STANDING ORDERS**

237 RESOLVED on the MOTION of Councillor Bailey seconded Councillor Paluzzano that Standing Orders be suspended to allow Mr David Roberts, Mr Don Feltis, Mr David Huckstadt, Ms Anne McKenzie and Mr George Khouri to address the meeting, the time being 7.09 PM.

Mr David Roberts representing Emu Land Care Group raised concerns that National Tree Day - Planet Ark was not in the Penrith Community Bushcare Newsletter – May 2001. He requested information on Council's commitment to Planet Ark Day and asked for Council's assistance. Mr Roberts also advised Council that next Tuesday was Emu Land Care Group's vegetation day.



***Unconfirmed Minutes of the Ordinary Meeting of Penrith City Council held in the Council Chambers, Penrith on Monday 4 June 2001***

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Mr Don Feltis a resident of Orchard Hills addressed Council on Item 4 – Proposed additions/alterations to existing house and shed, Lot 22 DP 877538 (144-150) Homestead Road, Orchard Hills. He raised concerns about whether the definition was legally correct and the size and intended use of the basement. He also raised concern about residents being notified of the changes to special conditions.

Mr David Huckstadt President of the Orchard Hills Residents Association addressed Council on item Item 4 – Proposed additions/alterations to existing house and shed, Lot 22 DP 877538 (144-150) Homestead Road, Orchard Hills. He raised concerns about the property being used as a place of worship or for large gatherings and the size and use of the basement. He asked Council to consider the applicants history in undertaking building works without Council approval. He also raised concerns regarding the number of people being increased from 25 to 75.

Ms Anne McKenzie representing the Werrington Festival 2001 Committee addressed Council on item 13 – Community Assistance programme – Rolling Component Current Requests. She asked for financial assistance from Council to the amount of \$2,500.00 to stage the Werrington Festival in 2001. She said the festival is an opportunity for residents to have a relatively inexpensive day out, for community groups to provide information, for local artists to provide entertainment and for local cottage industries to provide goods. Ms McKenzie said that 3,000 residents attended last years festival.

Mr George Khouri representing the Maronite Priests addressed Council on Item 4 – Proposed additions/alterations to existing house and shed, Lot 22 DP 877538 (144-150) Homestead Road, Orchard Hills. He advised Council the purpose of the facility was to provide a residence for the Maronite Priests who work outside the parish. He said the facility would not be used as a Church. He also advised that if the size of the basement was a problem that it would not be a problem to reduce its size and that there would be intensive landscaping undertaken on the site. He raised concern that some of the conditions of consent were outlandish.

He said to demolish the existing dwelling prior to the proposed development being completed would cause undue hardship for the Priests. He asked Council to allow occupation of the existing dwelling until the new dwelling was completed to allow the Priests to reside on the property.

His Worship the Mayor advised of a request for Mr Joe Nardi to address Council.

238 RESOLVED on the MOTION of Councillor Paluzzano seconded Councillor O’Toole that standing orders be extended to allow Mr Joe Nardi to address Council.

Mr Nardi addressed Council on the renaming of a cul de sac on the corner of the Northern Road and Castle Road Orchard Hills. He requested Council consider the road being named as ‘Nardi Place’ after his late father. He said there was an issue raised by a resident that it may cause some confusion with emergency services. Mr Nardi advised that he had contacted the emergency services and that they had no objection to the proposed naming.

Councillor Bateman left the meeting the time being 7.46PM.

## **RESUMPTION OF STANDING ORDERS**

239 RESOLVED on the MOTION of Councillor Greenow seconded Councillor Davies that Standing Orders be resumed the time being 8.50PM.

## **MASTER PROGRAM REPORTS**

### **THE CITY IN ITS ENVIRONMENT**

#### **2 Penrith Local Environmental Plan No. 258 4114/61**

240 RESOLVED on the MOTION of Councillor Davies seconded Councillor Fowler  
That:

1. Council adopt the revised draft Local Environmental Plan No. 258, appended to this report;
2. The adopted Local Environmental Plan be referred to the Minister of Urban Affairs and Planning pursuant to Section 69 of the Environmental Planning and Assessment Act with a request for gazettal of the plan, subject to:-
  - (i) any alterations required by Parliamentary Counsel not altering the substance of the Plan; and
  - (ii) those changes being made to the Plan.

#### **3 Property Matter - Transfer of Glenmore Park Entry Site to Council 4122/22 Pt 12 & DA01/0707**

241 RESOLVED on the MOTION of Councillor Davies seconded Councillor Fowler

That:

1. Council authorise the payment of \$1,184,523 plus GST to Lensworth Glenmore Park Limited upon transfer of approximately 4.77 hectares of Open Space/Drainage land comprising the Glenmore Park Entry Site.
2. The Common Seal of the Council of the City of Penrith be placed on all necessary documentation.

- 1 Development Application to subdivide the land into 4 lots, create a new road off Castlereagh Road and erect an industrial building on one of the lots. Lots 1 – 6 DP 1020994, Pt Lot 101 DP 802578 & Pt Lot 3 DP 862421 Castlereagh Road, Penrith. Applicant: Commonwealth of Australia (Department of Defence). Owner: Commonwealth of Australia (Department of Defence), Integral Energy & Pacific Power. DA00/1961**

242 RESOLVED on the MOTION of Councillor Greenow seconded Councillor Davies that this matter be deferred to the next meeting of Council.

Councillor Bateman returned to the meeting the time being 8.56PM.

- 4 Proposed Additions/Alterations to Existing House and Shed, Lot 22 DP 877538 (No. 144 - 150) Homestead Road, Orchard Hills. Applicant and Owner: Trustees of the Lebanese Maronite Missionaries DA00/2293**

243 RESOLVED on the MOTION of Councillor Sheehy seconded Councillor Davies That Application DA00/2293 to extend and alter the existing house and adjacent shed on Lot 22 DP877538 No. 144-150 Homestead Road, Orchard Hills be determined by the granting of a 'deferred commencement' consent under Section 80(3) of the Environmental Planning and Assessment Act, 1979. Upon strict compliance with all conditions appearing in Schedule 1 within six months of the date of this notice and with the issue of confirmation of such compliance in writing from Council or a Principal Certifying Authority, the consent shall commence to operate as a development consent, inclusive of all conditions appearing in Schedule 2 pursuant to Section 80(1) of the Act.

### **Schedule 1**

1. The external metal cladding (including the roof) of the subject shed (as extended) is to be of a nature, finish and colour complementary to the existing house and the rural and scenic qualities of the area.  
To ensure compliance with the above objectives the following details are to be submitted for approval by the Principal Certifying Authority:
  - Full description of the wall cladding, finish and colour. The external colour shall be derived from the rural and natural landscape ie. earth tones —green to brown.
  - Full description of the roof material, profile and colour. The external colour shall complement the wall cladding of the shed and be of green to brown tones.
  - The colour of the existing awning fascia is to match the reclad shed.
2. Submission and approval of a Sec68 application under the Local Government Act for the Sewage Management System addressing all the recommendations of the report No. 3690/1-AB dated 23/2/01 (on-site effluent disposal) by Geotechnique Pty Ltd. The application shall also address/include the following details:
  - (i) The development on the site is, ultimately, to be permanently occupied by 12 persons. The additions/alterations to the existing house and shed the subject

of this application are to be occupied by up to 10 persons. This requires a sewage management system to be designed specifically for the development. Full details and specifications shall be provided.

- (ii) A 2420m<sup>2</sup> disposal area(s) shall be provided. Details to be provided include; the disposal method(s), locations, and suggested vegetation suitable for use within these disposal areas. The disposal area(s) shall be divided into several independently operable areas, carried out via an automatic switch or valve device.
- (iii) Details of the use of standard water reduction fixtures and fittings within the dwelling.
- (iv) Design details and specifications of the 10KL wet weather storage capacity (including moisture sensor(s)).

## **Schedule 2**

A001 (Approved Plans {not for Deferred-commencement}), A005 (“24 months from date of consent”)

A008 All construction works shall be in accordance with Penrith Development Control Plan – Residential Construction Works. In particular, attention is drawn to the following specific provisions:

- (x) Part A3 – Termite Risk Management
- (xi) Part A3.1 – Use of Chemical Barriers
- (xii) Part A3.2 – Documentation Requirements
- (xiii) Part A3.3 – Suitability of Termite Barrier Systems
- (xx) Part A6.2 – Smoke Alarms
- (xli) Part B13 – Hours of Work
- (xlii) Part B14 – Authorities and Utility Providers
- (xliii) Part B14.1 – Major Utilities “Dial Before You Dig Service”
- (xliv) Part C – Prescribed Conditions under the Environmental Planning and Assessment Regulation
- (xlv) Part C1 – Compliance with the Building Code of Australia.

A016 (Occupation Certificate), C002 (Approved Sediment & erosion control measures {if plan not submitted, use stamped plans}), D002, (demonstrate compliance with parts 3.8.4, 3.8.5, 3.2.2.6 of the BCA housing provisions, D005 (Smoke detectors interconnected), G004 (Hours of Work), G008 (Further details of building components) (b) (Footing System) (c) (Concrete floor slab) (g) (Structural steelwork), G018 (Termites), K001 (Tree preservation Order) and O008 (Occupation Certificate).

## **Special Conditions**

1. This consent is limited to the use of the existing house and shed as extended and altered (including works already carried out). The consent includes those building works that have not already been carried out and excludes works already carried out.

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2. The existing Sewage Management System on site utilises an evapotranspiration trench. The condition of the existing soil in this area needs to be determined. In the event that contamination exists within this area, a detailed remediation plan is to be submitted to Council for approval prior to issue of a construction certificate and implemented prior to issue of an occupation certificate.
3. The proposed Sewage Management System, for the proposed house under Consent Notice DA 00/1996, shall be commissioned prior to completion of the additions and alterations to the existing dwelling and shed under this consent and prior to issue of an occupation certificate. The existing Sewage Management System on site shall then be decommissioned to Council's satisfaction immediately following commissioning of the new system.
4. The applicant is to provide a schedule of works that are to be carried out as a consequence of this application. Such schedule is to outline in detail:
  - (a) Those works which have been carried out without consent and
  - (b) Those works which are proposed and still to be carried out.

This schedule is to be submitted prior to issue of a Construction Certificate.

All structural works in (a) above are to be certified by an appropriately qualified engineer for compliance with the BCA.

5. The number of vehicles, on site, shall be restricted to a maximum of 37 (inclusive of resident vehicles) where private functions are held in accordance with Condition No. 6.
6. The maximum number of persons permitted on the land the subject of this development consent on any one day, including residents, friends and relatives of residents, and employees, must not exceed 75 persons in total PROVIDED FURTHER that such maximum number of 75 persons shall not be permitted on land the subject of this development consent for more than 6 days in a calendar year.
7. The subject property/premises shall not be used as a place of worship, place of assembly, reception centre, commercial premises, boarding house or hostel, as defined in Sydney Regional Environmental Plan No. 25 (Orchard Hills) and the Environmental Planning and Assessment Model Provision 1980 as adopted by this plan.
8. There are to be no public functions or gatherings carried out on the subject property at any time. For the purposes of this clause, "public functions" are defined to include functions attended by persons other than the immediate family and friends of residents of the dwelling on the subject property, fetes, fund raising functions, advertised functions, functions for which an entry fee is charged or at which goods, including food, are sold.
9. The approved works outlined in Condition 1 of Schedule 1 are to be carried out within six months of the date of issue of this consent.
10. The existing olive grove is to be retained and appropriately maintained at all times.

11. The northern fascia of the existing awning is to be appropriately painted to match the reclad shed.
12. Subject to section 80A(2) of the Environment Planning and Assessment Act, 1979, the following matters are to be satisfied prior to the issue of the Construction Certificate for the development:
  - (a) Soil erosion and sediment controls are to be provided in accordance with Penrith City Council's Erosion and Sediment Control Development Control Plan 1996, prior to and during the construction of the development. A detailed plan of the proposed measures shall be provided for consideration and approval. A Compliance Certificate shall be submitted to the Principal Certifying Authority certifying that the erosion and sediment control measures have been installed in accordance with the approved erosion and sediment control plan(s) for the development. The Compliance Certificate shall be submitted a minimum 5 days prior to the commencement.
  - (b) A drainage design plan, detailing the proposed method of stormwater disposal is to be submitted to and approved by Council or an accredited certifier. The design shall ensure that there is no adverse impact on adjoining properties.
  - (c) A detailed landscape plan, prepared by a landscape architect (following consultation with Council's landscape architect), is to be submitted and approved by Council or an accredited certifier. This plan is to include:
    - i) Extensive landscaping to be carried out to the north and north-east of the proposed house, including the proposed driveway works adjacent to the house. This is to provide some screening and softening of the development when viewed from the north and north-east. The plant species (incorporating advanced stock) shall include those listed in the Orchard Hills DCP (list attached).
    - ii) Landscaped earth mounding (0.6m x 3m) is to be provided to the south of the rear boundary (40m long) of Lot 21 DP 877538 and extend down the western boundary for about 20 metres. Appropriate screen plants (advanced stock) to at least 4 metres maturity height shall be provided along the mounding to achieve a dense screening effect. Ground covers or small plants are to be provided to stabilise the embankment.
    - iii) Landscaping shall be provided and maintained along the proposed driveway using species outlined in the Orchard Hills DCP.
    - iv) Any proposed fencing should also be shown on the landscape plan. This should be rural style and open in nature.

The requirements of this condition shall be satisfied prior to a Construction Certificate being issued for the development. Appeal provisions relating to the ancillary aspects of the development referred to in this condition

apply under sections 80A(3) and 97 of the Environmental Planning and Assessment Act, 1979.

**5 Proposed Dwelling House, Lot 22 DP 877538 (No. 144-150)  
Homestead Road, Orchard Hills. Applicant and Owner:  
Trustees of the Lebanese Maronite Missionaries DA00/1996**

244 A MOTION was on the MOTION of Councillor Sheehy seconded Councillor Davies

That Application DA00/2293 to extend and alter the existing house and adjacent shed on Lot 22 DP877538 No. 144-150 Homestead Road, Orchard Hills be determined by the granting of a 'deferred commencement' consent under Section 80(3) of the Environmental Planning and Assessment Act, 1979. Upon strict compliance with all conditions appearing in Schedule 1 and with the issue of confirmation of such compliance in writing from Council or a Principal Certifying Authority, the consent shall commence to operate as a development consent, inclusive of all conditions appearing in Schedule 2 pursuant to Section 80(1) of the Act.

**Schedule 1**

1. The existing dwelling house and shed (as extended and altered) as approved under DA00/2293, is to be demolished and appropriately removed from the subject site.
2. Submission and approval of a Sec68 application under the Local Government Act for the Sewage Management System addressing all the recommendations of the report No. 3690/1-AB dated 23/2/01 (on-site effluent disposal) by Geotechnique Pty Lt. The application shall also address/include the following details:
  - (i) The proposed dwelling house (DA00/1996) is to be permanently occupied by 12 persons, and the additions/alterations to the existing house and shed are to be occupied by up to 10 persons. This requires a sewage management system to be designed specifically for the development. Full details and specifications shall be provided.
  - (ii) A 2420m<sup>2</sup> disposal area(s) shall be provided. Details required include; the disposal method(s), locations, and suggested vegetation suitable for use within these disposal areas. The disposal area(s) shall be divided into several independently operable areas, carried out via an automatic switch or valve device.
  - (iii) Use of standard water reduction fixtures and fittings within the dwelling.
  - (iv) Design details and specifications of the 10KL wet weather storage capacity (including moisture sensor(s)).
  - (v) An amended plan for the proposed basement shall be submitted. The plan shall generally confine the are of the excavation to dimensions required so as

to make provision for the parking of residents vehicles and the movement of the vehicles to the parking spaces created.

## **Schedule 2**

A001 (Approved Plans {not for Deferred-commencement}), A006 (Prescribed Condition), A016 (Occupation Certificate), A036 (Rural Fencing), B002 (As for demolition), B006 (Hours of work), C002 (Approved Sediment & erosion control measures {if plan not submitted, use stamped plans}), C006 (no filling without prior approval), C008 (filling compaction), D001 (BCA Compliance), D002 (Council has classified the proposed development as a class 3 building under the BCA and the building is to be designed accordingly). D006 (Disabled access facilities), D008 (Fire safety list with Construction Certificate), D009 (Annual Fire safety statement {Class 2 – 9}), F002 (Section 73), F003 (Integral Energy), G001 (Stamped Plans), G002 (Commercial/Industrial Construction) (a) (Toilet facilities) (b) (Excavations and backfilling) (e) (sign erected on worksite), G006 (Cut/fill details), G008 (Further details of building components) (a) (Footing piers) (b) (Footing system) (d) (Structural concrete) (g) (Structural steelwork), G023 (Roof finishes {Rural Property}), K005 (Maintenance and replacement of landscaping), O001 (Notice of Commencement and Appointment of PCA), O003 (Compliance Certificate for contaminated land), O007 (Fire Safety Certificate), O008 (Occupation Certificate).

### **Special Conditions**

1. Subject to section 80A(2) of the Environment Planning and Assessment Act, 1979, the following matters are to be satisfied prior to the issue of the Construction Certificate for the development:
  - (a) Soil erosion and sediment controls are to be provided in accordance with Penrith City Council's Erosion and Sediment Control Development Control Plan 1996, prior to and during the construction of the development. A detailed plan of the proposed measures shall be provided for consideration and approval. A Compliance Certificate shall be submitted to the Principal Certifying Authority certifying that the erosion and sediment control measures have been installed in accordance with the approved erosion and sediment control plan(s) for the development. The Compliance Certificate shall be submitted a minimum 5 days prior to the commencement.
  - (b) A drainage design plan, detailing the proposed method of stormwater disposal is to be submitted to and approved by Council or an accredited certifier. The design shall ensure that there is no adverse impact on adjoining properties.
  - (c) A detailed landscape plan, prepared by a landscape architect (following consultation with Council's landscape architect), is to be submitted and approved by Council or an accredited certifier. This plan is to include:
    - i) Extensive landscaping to be carried out to the north and north-east of the proposed house, including the proposed driveway works adjacent to the house. This is to provide some screening and



softening of the development when viewed from the north and north-east. The plant species (incorporating advanced stock) shall include those listed in the Orchard Hills DCP (list attached).

- ii) Landscaped earth mounding (0.6m x 3m) is to be provided to the south of the rear boundary (40m long) of Lot 21 DP 877538 and extend down the western boundary for about 20 metres. Appropriate screen plants (advanced stock) to at least 4 metres maturity height shall be provided along the mounding to achieve a dense screening effect. Ground covers or small plants are to be provided to stabilise the embankment.
- iii) Landscaping shall be provided and maintained along the proposed driveway using species outlined in the Orchard Hills DCP.
- iv) Any proposed fencing should also be shown on the landscape plan. This should be rural style and open in nature.

The requirements of this condition shall be satisfied prior to a Construction Certificate being issued for the development. Appeal provisions relating to the ancillary aspects of the development referred to in this condition apply under sections 80A(3) and 97 of the Environmental Planning and Assessment Act, 1979.

2. Prior to issue of a construction certificate for the proposed dwelling house, development consent no. DA00/2293 shall be surrendered to Penrith City Council in accordance with the provisions of the Environmental Planning and Assessment Act 1979.
3. The pavement of the proposed driveway access from Homestead Road to the proposed house is to be finished in darker/earth tones in keeping with the semi-rural character of the area. The driveway should generally not exceed 4 metres in width (passing bays permitted), with the exception of the entry/exit at Homestead Road.
4. A schedule of external materials and colour scheme, including roof materials of a dull, non-reflective material, and the pavement surface for vehicular access, manoeuvring and parking is to be submitted for consideration and approval. The proposed schedule should provide details of material and colours in keeping with the semi-rural character of the area.
5. Resident vehicles should be parked in the basement parking level at all times where possible.
6. The maximum number of persons permitted on the land the subject of this development consent on any one day, including residents, friends and relatives of residents, and employees, must not exceed 75 persons in total.
7. The number of vehicles on site shall be restricted to a maximum of 37 (inclusive of resident vehicles) where private functions are held in accordance with Condition No. 7.
8. The subject property/premises shall not be used as a place of worship, place of assembly, reception centre, commercial premises, boarding house or hostel, as defined in Sydney

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Regional Environmental Plan No. 25 (Orchard Hills) and the Environmental Planning and Assessment Model Provision 1980 as adopted by this plan.

9. There are to be no public functions or gatherings carried out on the subject property at any time. For the purposes of this clause, "public functions" are defined to include functions attended by persons other than the immediate family and friends of residents of the dwelling on the subject property, fetes, fund raising functions, advertised functions, functions for which an entry fee is charged or at which goods, including food, are sold.
10. The northern wall of the proposed house is to be at least 70 metres to the south of the rear boundary of Lot 21 DP 877538.
11. The proposed office is to be used only for ancillary purposes to the use of the premises as a dwelling house.
12. The existing olive grove is to be retained and appropriately maintained at all times.

An AMENDMENT was MOVED by Councillor Bateman seconded Councillor Bailey

That Application DA00/2293 to extend and alter the existing house and adjacent shed on Lot 22 DP877538 No. 144-150 Homestead Road, Orchard Hills be determined by the granting of a 'deferred commencement' consent under Section 80(3) of the Environmental Planning and Assessment Act, 1979. Upon strict compliance with all conditions appearing in Schedule 1 and with the issue of confirmation of such compliance in writing from Council or a Principal Certifying Authority, the consent shall commence to operate as a development consent, inclusive of all conditions appearing in Schedule 2 pursuant to Section 80(1) of the Act.

**Schedule 1**

1. The existing dwelling house and shed (as extended and altered) as approved under DA00/2293, is to be demolished and appropriately removed from the subject site.
2. Submission and approval of a Sec68 application under the Local Government Act for the Sewage Management System addressing all the recommendations of the report No. 3690/1-AB dated 23/2/01 (on-site effluent disposal) by Geotechnique Pty Lt. The application shall also address/include the following details:
  - (i) The proposed dwelling house (DA00/1996) is to be permanently occupied by 12 persons, and the additions/alterations to the existing house and shed are to be occupied by up to 10 persons. This requires a sewage management system to be designed specifically for the development. Full details and specifications shall be provided.
  - (ii) A 2420m<sup>2</sup> disposal area(s) shall be provided. Details required include; the disposal method(s), locations, and suggested vegetation suitable for use within these disposal areas. The disposal area(s) shall be divided into several independently operable areas, carried out via an automatic switch or valve device.
  - (iii) Use of standard water reduction fixtures and fittings within the dwelling.

- (iv) Design details and specifications of the 10KL wet weather storage capacity (including moisture sensor(s).
- (v) An amended plan for the proposed basement shall be submitted. The plan shall generally confine the are of the excavation to dimensions required so as to make provision for the parking of residents vehicles and the movement of the vehicles to the parking spaces created.

## **Schedule 2**

A001 (Approved Plans {not for Deferred-commencement}), A006 (Prescribed Condition), A016 (Occupation Certificate), A036 (Rural Fencing), B002 (As for demolition), B006 (Hours of work), C002 (Approved Sediment & erosion control measures {if plan not submitted, use stamped plans}), C006 (no filling without prior approval), C008 (filling compaction), D001 (BCA Compliance), D002 (Council has classified the proposed development as a class 3 building under the BCA and the building is to be designed accordingly). D006 (Disabled access facilities), D008 (Fire safety list with Construction Certificate), D009 (Annual Fire safety statement {Class 2 – 9}), F002 (Section 73), F003 (Integral Energy), G001 (Stamped Plans), G002 (Commercial/Industrial Construction) (a) (Toilet facilities) (b) (Excavations and backfilling) (e) (sign erected on worksite), G006 (Cut/fill details), G008 (Further details of building components) (a) (Footing piers) (b) (Footing system) (d) (Structural concrete) (g) (Structural steelwork), G023 (Roof finishes {Rural Property}), K005 (Maintenance and replacement of landscaping), O001 (Notice of Commencement and Appointment of PCA), O003 (Compliance Certificate for contaminated land), O007 (Fire Safety Certificate), O008 (Occupation Certificate).

### **Special Conditions**

1. Subject to section 80A(2) of the Environment Planning and Assessment Act, 1979, the following matters are to be satisfied prior to the issue of the Construction Certificate for the development:
  - (a) Soil erosion and sediment controls are to be provided in accordance with Penrith City Council's Erosion and Sediment Control Development Control Plan 1996, prior to and during the construction of the development. A detailed plan of the proposed measures shall be provided for consideration and approval. A Compliance Certificate shall be submitted to the Principal Certifying Authority certifying that the erosion and sediment control measures have been installed in accordance with the approved erosion and sediment control plan(s) for the development. The Compliance Certificate shall be submitted a minimum 5 days prior to the commencement.
  - (b) A drainage design plan, detailing the proposed method of stormwater disposal is to be submitted to and approved by Council or an accredited certifier. The design shall ensure that there is no adverse impact on adjoining properties.

(c) A detailed landscape plan, prepared by a landscape architect (following consultation with Council's landscape architect), is to be submitted and approved by Council or an accredited certifier. This plan is to include:

- i) Extensive landscaping to be carried out to the north and north-east of the proposed house, including the proposed driveway works adjacent to the house. This is to provide some screening and softening of the development when viewed from the north and north-east. The plant species (incorporating advanced stock) shall include those listed in the Orchard Hills DCP (list attached).
- ii) Landscaped earth mounding (0.6m x 3m) is to be provided to the south of the rear boundary (40m long) of Lot 21 DP 877538 and extend down the western boundary for about 20 metres. Appropriate screen plants (advanced stock) to at least 4 metres maturity height shall be provided along the mounding to achieve a dense screening effect. Ground covers or small plants are to be provided to stabilise the embankment.
- iii) Landscaping shall be provided and maintained along the proposed driveway using species outlined in the Orchard Hills DCP.
- iv) Any proposed fencing should also be shown on the landscape plan. This should be rural style and open in nature.

The requirements of this condition shall be satisfied prior to a Construction Certificate being issued for the development. Appeal provisions relating to the ancillary aspects of the development referred to in this condition apply under sections 80A(3) and 97 of the Environmental Planning and Assessment Act, 1979.

2. Prior to issue of a construction certificate for the proposed dwelling house, development consent no. DA00/2293 shall be surrendered to Penrith City Council in accordance with the provisions of the Environmental Planning and Assessment Act 1979.
3. The pavement of the proposed driveway access from Homestead Road to the proposed house is to be finished in darker/earth tones in keeping with the semi-rural character of the area. The driveway should generally not exceed 4 metres in width (passing bays permitted), with the exception of the entry/exit at Homestead Road.
4. A schedule of external materials and colour scheme, including roof materials of a dull, non-reflective material, and the pavement surface for vehicular access, manoeuvring and parking is to be submitted for consideration and approval. The proposed schedule should provide details of material and colours in keeping with the semi-rural character of the area.
5. Resident vehicles should be parked in the basement parking level at all times where possible.
6. The maximum number of persons permitted on the land the subject of this development consent on any one day, including residents, friends and relatives of residents, and

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employees, must not exceed 25 persons in total PROVIDED FURTHER that such maximum number of 25 persons shall not be permitted on the land the subject of this development consent for more than 6 days in any calendar year.

7. The number of vehicles on site shall be restricted to a maximum of 15 (inclusive of resident vehicles) where private functions are held in accordance with Condition No. 7.
8. The subject property/premises shall not be used as a place of worship, place of assembly, reception centre, commercial premises, boarding house or hostel, as defined in Sydney Regional Environmental Plan No. 25 (Orchard Hills) and the Environmental Planning and Assessment Model Provision 1980 as adopted by this plan.
9. There are to be no public functions or gatherings carried out on the subject property at any time. For the purposes of this clause, "public functions" are defined to include functions attended by persons other than the immediate family and friends of residents of the dwelling on the subject property, fetes, fund raising functions, advertised functions, functions for which an entry fee is charged or at which goods, including food, are sold.
10. The northern wall of the proposed house is to be at least 70 metres to the south of the rear boundary of Lot 21 DP 877538.
11. The proposed office is to be used only for ancillary purposes to the use of the premises as a dwelling house.
12. The existing olive grove is to be retained and appropriately maintained at all times.

The AMENDMENT was PUT and LOST.

The MOTION was CARRIED.

Councillor Fowler called for a Division.

**For**

Councillor Paluzzano  
Councillor O'Toole  
Councillor Thain  
Councillor Davies  
Councillor O'Neill  
Councillor Sheehy  
Councillor Greenow  
Councillor Bradbury

**Against**

Councillor Fowler  
Councillor Aitken  
Councillor Bailey  
Councillor Evans  
Councillor Bateman

**6 National Local Government Salinity Summit - 17-19 July 2001**

245 RESOLVED on the MOTION of Councillor Thain seconded Councillor Paluzzano that Councillor Greenow be authorised to attend the National Local Government Salinity Summit.

**THE CITY AS A SOCIAL PLACE**

- 7 Official Launch of the Oral History Project Kit of the ADI-Dunheved Industrial Estate 4161/16**

246 RESOLVED on the MOTION of Councillor Thain seconded Councillor Greenow that the information regarding the Official Launch of the Oral History Project Kit on the history of the former ADI-Dunheved Industrial Estate, St Marys be received.

- 8 Feasibility of Penrith Whitewater Stadium conducting a day similar to the Dragon Boat Race Day 2988/5**

247 RESOLVED on the MOTION of Councillor Thain seconded Councillor Greenow that the information on the Feasibility of Penrith Whitewater Stadium conducting a day similar to the Dragon Boat Race Day be noted.

- 9 2001 Wall of Achievement Awards 959/88**

248 RESOLVED on the MOTION of Councillor Davies seconded Councillor Greenow that Councillors Davies, Greenow, O'Neill, Sheehy and Fowler form the 2001 Wall of Achievement Awards Working Party.

- 10 Hydrotherapy Treatment Centre 2986/35 Pt.5**

Councillor O'Toole declared a non pecuniary interest in Item 10 – Hydrotherapy Treatment Centre as she is an employee of Sydney Water and took no part in the debate or voting.

249 RESOLVED on the MOTION of Councillor Fowler seconded Councillor Aitken that the information concerning the Hydrotherapy Treatment Centre be received.

Councillor Paluzzano left the meeting the time being 8.25PM.

Councillor Paluzzano returned to the meeting the time being 8.27PM.

- 11 Establishment of Leash Free Areas for Dogs in the City of Penrith 7001/1**

250 RESOLVED on the MOTION of Councillor Aitken seconded Councillor Paluzzano That:

1. the report concerning the Establishment of Leash Free Areas in Penrith City be received;

2. suitable advertisements be placed in local papers advising that it is proposed to establish a leash free area in Emu Heights and continue the provision of leash free areas at Victoria Street, Werrington and Boronia Park, St Marys;
3. a further report be provided to Council at the completion of the advertising period and to include identification of more leash free areas in South Ward.

**12 Alcohol Free Zones**

**9008/13 Pt 3**

251 RESOLVED on the MOTION of Councillor Thain seconded Councillor Davies  
That:

1. the report concerning Alcohol Free Zones be received;
2. the establishment of alcohol free zones in accordance with this report be pursued;
3. suitable advertisements be placed in the local media of Council's intentions;
4. a further report be submitted to Council advising the outcome of the consulting process for the alcohol free zones.
5. that a motion be drafted for the 2001 Local Government Conference regarding legislative amendments to cover the Alcohol Free Zones and Police powers to enforce breaches in Public Parks and Reserves.

**13 Community Assistance Programme - Rolling Component  
Current Requests**

**6016/4 Pt33**

252 RESOLVED on the MOTION of Councillor Bailey seconded Councillor O'Neill  
That:

1. Council approve the allocation of \$1,000 for establishment costs for the Werrington Festival to the Werrington Festival Committee and \$1500.00 from North Ward Voted Works.
2. Council approve the allocation of \$800 towards Mabo Celebration Day costs to the Mabo Day Committee.

Councillor Sheehy requested a memo outlining the expected attendance for the day.

**THE CITY AS AN ECONOMY**

**17 Perpetual Award - Western Sydney Institute of TAFE,  
Diploma of Hospitality Management**

**1000/32**

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253 RESOLVED on the MOTION of Councillor Greenow seconded Councillor Bateman that the report on the Perpetual Award – Western Sydney Institute of TAFE, Diploma of Hospitality Management, be received.

**COUNCILS OPERATING ENVIRONMENT**

**14 2001 LGMA National Congress, Brisbane 932/19 Pt2**

254 RESOLVED on the MOTION of Councillor Bateman seconded Councillor Sheehy that the information contained in the 2001 LGMA National Congress Report be received.

**15 Council's Meeting Calendar to December 2001 21/5**

255 RESOLVED on the MOTION of Councillor Bateman seconded Councillor Sheehy That:

1. The Draft Council Calendar for the period ending 31 December 2001 be adopted
2. A report concerning effective meeting arrangements and optimal use of Councillors' time be presented to the June Policy Review Meeting

**16 Determination of the Local Government Remuneration Tribunal for the Year 2001/2002 10/42**

256 RESOLVED on the MOTION of Councillor Davies seconded Councillor Fowler that the information concerning the findings of the Remuneration Tribunal be received.

Councillor Thain left the meeting the time being 8.39PM.

**QUESTIONS WITHOUT NOTICE**

Councillors Greenow and Evans left the meeting the time being 8.40PM.  
Councillor Thain returned to the meeting the time being 8.40PM.

QWN 1 Councillor Paluzzano requested a report outlining the city's strategy and commitment to affordable housing and an analysis of the Local Government and Shires Association policy. *4100/65 Pt 6*

QWN 2 Councillor Paluzzano requested a report on the state of Penrith pool's amenity building. *2981/1 Pt2*

QWN 3 Councillor Paluzzano requested a memo on Council's involvement in National Tree Planting Day. *5007/7 Pt 3*



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QWN 4 Councillor O'Toole gave notice of a meeting to be held on Saturday 7<sup>th</sup> July 2001 with Councillors and the Mulgoa Progress Association. She requested appropriate Council officers attend the meeting. *1089/10*

Councillors Greenow and Evans returned to the meeting the time being 8.47PM.

QWN 5 Councillor Thain requested \$1000.00 be funded from East Ward Voted Works for seeding funds for a community festival to be held on Saturday 20<sup>th</sup> October, 2001 in St Marys North by Broadcasting Women. *6016/4 Pt 33*

His Worship the Mayor, Councillor Bradbury ruled the matter to be URGENT and be dealt with now.

257 RESOLVED on the MOTION of Councillor Thain seconded Councillor Davies that \$1,000 be funded from East Ward Voted Works for seeding funds for a community festival to be held on Saturday 20<sup>th</sup> October, 2001 in St Marys North by Broadcasting Women.

QWN 6 Councillor Thain requested \$6420.00 be funded from East Ward Voted Works for footpath extension from the driveway of the Holy Cross School St Clair to Flintlock Street and that the money be refunded to Voted Works from 2001/2002 Footpath Paving Program.

His Worship the Mayor, Councillor Bradbury ruled the matter to be URGENT and be dealt with now.

258 RESOLVED on the MOTION of Councillor Thain seconded Councillor Davies that \$6420.00 be funded from East Ward Voted Works for footpath extension from the driveway of the Holy Cross School St Clair to Flintlock Street and that the money be refunded to Voted Works from 2001/2002 Footpath Paving Program. *9008/16 Pt 4*

QWN 7 Councillor Thain requested Council examine erosion between footpath and kerbing at Collins Street St Marys between Swanson and Saddinton. *CO/04*

QWN 8 Councillor O'Neill requested a memo to all Councillors on demolition of buildings on the Defence site at Orchard Hills.

QWN 9 Councillor Aitken requested a report on parking and parking options around Nepean Hospital. *232732 Pt 4*

QWN 10 Councillor Bailey requested \$200.00 be funded from North Ward Voted Works as a one off donation to the Llandilo Progress Association.

His Worship the Mayor, Councillor Bradbury ruled the matter to be URGENT and be dealt with now.

259 RESOLVED on the MOTION of Councillor Bailey seconded Councillor Bateman that \$200.00 be funded from North Ward Voted Works as a one off donation to the Llandilo Progress Association.

QWN 11 Councillor Bailey requested a report on the condition of Wilson Park at Llandilo. *3079/1*

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QWN 12 Councillor Bailey requested a report providing an overview of the multi density development at 11 Barlow Street Cambridge Park. *DA00/0155 Pt 3*

QWN 13 Councillor Bailey requested notification on when the Advertising Working Party will meet. *1130/1 Pt 3*

QWN 14 Councillor Bateman requested information on the Bulky Goods Proposal in Gibbs Street. *DA01/0231*

QWN 15 Council's Building Approvals and Environmental Protection Manager advised he would forward a memo to Councillor Bateman and Councillor Greenow.

QWN 16 Councillor Bateman requested a report on Council's obligation to maintain properties it owns under the LEP heritage register. *4124/7 Pt 3*

QWN 17 Councillor Bateman requested a meeting be convened between Mr Davenport and North Ward Councillors and His Worship the Mayor. *D78650/42534 Pt 2*

Councillor Bateman advised he had a matter for Committee of the Whole regarding the proposed dwelling house Lot 22 DP 877538 (No. 144 – 150) Homestead Road, Orchard Hills. He advised the item refers to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in open meeting would be, on balance contrary to the public interest. *DA00/1996*

QWN 18 Councillor Greenow extended congratulations to WOW FM on obtaining their licence. *44/11*

QWN 19 Councillor Greenow requested \$900.00 be funded from each of the three Wards Voted Works towards the Penrith Eisteddfod. *1032/12*

His Worship the Mayor, Councillor Bradbury ruled the matter to be URGENT and be dealt with now.

260 RESOLVED on the MOTION of Councillor Greenow seconded Councillor Aitken that \$900.00 be funded from each of the three Wards Voted Works towards the Penrith Eisteddfod.

QWN 20 Councillor Greenow requested a report on the co-ordination of festivals across the Penrith Local Government Area. *1003/9*

QWN 21 Councillor Greenow advised that Council were unsuccessful in purchasing the Bennett Wagon. She requested a report on the housing of Council's Bennett Wagon and the possibility of including it on the State Heritage List. *4124/10*

QWN 22 Councillor Fowler requested Leave of Absence from 5<sup>th</sup> June 2001 until 1<sup>st</sup> July 2001 and advised Councillors Evans and Davies required Leave of Absence from 5<sup>th</sup> June 2001 until 21<sup>st</sup> June 2001. *3/2*



## **COMMITTEE OF THE WHOLE**

262 RESOLVED on the MOTION of Councillor Thain seconded Councillor Sheehy that the meeting adjourn to the Committee of the Whole to deal with the following matters, the time being 9.04PM.

Councillor O'Toole left the meeting the time being 9.02PM.

### **1 Presence of the Public**

CW1 RESOLVED on the MOTION of Councillor Thain seconded Councillor Sheehy that the press and public be excluded from Committee of the Whole to deal with the following matters

#### **The City as a Social Place**

##### **2. Property Matter**

**298812**

This item has been referred to committee of the whole as the report refers to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business and discussion of the matter in open meeting would be, on balance, contrary to the public interest.

##### **3. General Business item referred to Committee of the Whole**

This item refers to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in open meeting would be, on balance contrary to the public interest.

The meeting resumed at 9.14PM and the General Manager reported that the Committee of the Whole met at 9.02PM on Monday 4 June 2001 , the following being present

His Worship the Mayor Councillor D Bradbury, Councillors J Aitken, D Bailey, J. Bateman, G Davies, G Evans, R Fowler, J Greenow, C O'Neill, C O'Toole (from 9.04PM) , K Paluzzano, P Sheehy and J Thain

and the Committee of the Whole excluded the press and public from the meeting for the reasons set out in CW1 and that the Committee of the Whole submitted the following recommendations to Council.

## **CONFIDENTIAL BUSINESS**

### **2 Property Matter**

**2988/12**

CW2 RESOLVED on the MOTION of Councillor Sheehy seconded Councillor O'Neill that the information contained in the report concerning Penrith Whitewater Stadium, be received and that Council endorse the actions as outlined in the report.

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Councillor O'Toole returned to the meeting the time being 9.04PM.

**3. Proposed Dwelling House, Lot 22 DP 877538 (No. 144-150) Homestead Road, Orchard Hills. DA00/1996**

CW3 RESOLVED on the MOTION of Councillor Bateman seconded Evans that the information be received.

**ADOPTION OF COMMITTEE OF THE WHOLE**

263 RESOLVED on the MOTION of Councillor, Bateman. seconded Councillor .Davies that the recommendation contained in the Committee of the Whole and shown as CW1 to CW.3 be adopted.

There being no further business the Chairperson declared the meeting closed the time being 9.16PM.

Confirmed  
Chairperson

### **Addressing the Meeting of Council**

*Mr. David Roberts* of Emu LandCare Group has requested permission to address Council on Item 8 – Management Plan 2001/2002 in regard to the inappropriate nature of responses received on the Management Plan from Council Officers.

### **RECOMMENDATION**

That Standing Orders be suspended for the addressing of Council.



# **PENRITH CITY COUNCIL**

## **Procedure for Addressing Meetings**

Anyone can request permission to address a meeting, providing that the number of speakers is limited to three in support of any proposal and three against.

Any request about an issue or matter on the Agenda for the meeting can be lodged with the General Manager or Public Officer up until the time of the meeting, that is 7.00pm.

The Public Officer or Minute Clerk will speak to those people who have requested permission to address the meeting, prior to the meeting at 6.50pm, to advise them of the procedure to be followed.

It is up to the Council or Committee to decide if the request to address the meeting will be granted.

Where permission is to be granted the Council or Committee, at the appropriate time, will suspend Standing Orders to allow the address to occur.

The Chairperson will then call the person up to the lectern or speaking area.

The person addressing the meeting needs to clearly indicate:

- Their name;
- Organisation or group they are representing (if applicable);
- The issue or matter to be addressed;
- Whether they are opposing or supporting the issue or matter (if applicable) and the action they would like the meeting to take.

Each person then has five minutes to make their address. The Council or Committee can extend this time if they consider it appropriate, however, everyone needs to work on the basis that the address will be for five minutes only.

Councillors may have questions about the address so people are asked to remain at the lectern or in the speaking area until the Chairperson has thanked them.

When this occurs, they should then return to their seat.

Peter Huxley  
**Public Officer**  
02 4732 7637

July 2000

## MAYORAL MINUTE

### The Passing of Tom Hamilton

Thomas Michael Hamilton passed away on 7 June 2001 after a short illness. Tom's career spanned over 29 years in the NSW Health Services. He is best known to the City for the work he did when he was the Chief Executive Officer, Wentworth Area Health Service. The Wentworth Area extends across the Penrith, Hawkesbury and Blue Mountains Local Government areas.

During his career Tom had occupied positions within the health services. The majority of his career was serving the people of Sydney's west. In Penrith, Tom first served as CEO of Governor Phillip Special Hospital, Penrith and then as the CEO of Castlereagh Area Health Service and finally, CEO of Wentworth Area Health Service, the position where he made his greatest contribution to health services.

The following developments, centred on Nepean Hospital, are practical examples of facilities serving the local community that Tom was responsible to oversee.

- A dedicated day surgery unit at Nepean
- An AIDS/HIV clinic at Nepean
- Palliative care services at GPNH and in the community
- A neonatal intensive care unit at Nepean
- Negotiating with the Royal Society for the Welfare of Mothers and Babies (Tresillian) to establish a family care centre on the grounds of Nepean Hospital
- A 30 bed inpatient psychiatric facility at Nepean
- The Somerset Cottage Child Care Centre
- The Nepean Cancer Care Centre (in collaboration with Western Sydney Area Health Service).
- New community health centres in the Penrith CBD, Cranebrook and St Clair.

Other "non bricks and mortar" achievements that were established during Tom's time as CEO of Wentworth Area Health Services is the attraction of so many high calibre medical (including academics) staff to Nepean Hospital, as well as people in other clinical fields, in particular nursing. He also saw the signing of the joint agreement entered into with Western Sydney AHS and the Darruk Aboriginal Medical Service to enhance the provision of health services to the local Aboriginal community.

After his retirement as CEO from WAHS in 1998, Tom was appointed to its Board. He was also on the Board of Tresillian and was a member of the audit committee at the University of Western Sydney.

In 1998 Tom, at his farewell function, said that the thing that he appreciated most about his years as a CEO was the trust people put in him. This was a responsibility he never took lightly.

Tom was a very stubborn and tough fighter for better services for the people of Western Sydney and locked horns with anyone whom he thought wasn't giving the



area a fair go. While he fought hard, he didn't make enemies due to his professionalism and the respect he commanded.

His dedication and skill will be sorely missed to the NSW Health Services and to the people of Western Sydney and Penrith. Tom is survived by his wife Annette, their children and grandchild.

I ask you to now join with me in observing a minute's silence in memory of the late Tom Hamilton

Councillor David Bradbury  
**Mayor**

## MAYORAL MINUTE

### Recognition of Penrith's Citizens

From time to time citizens of the City of Penrith gain recognition for their endeavours. I am pleased to inform you that recently the following persons have received such a recognition.

### Queen's Birthday Honours

Two local residents have been named in the recent Queen's Birthday Honours List

- Group Captain Ian Geoffrey Jamieson, AM

Group Captain Jamieson, a resident of Jamisontown, is a recipient of the appointment of Member in the Order of Australia for exceptional service to the Australian Defence Force in the field of Movements Management. Group Captain Jamieson's role had been moving personnel and equipment into areas served by the Australian Army, including East Timor.

- Superintendent John Spiteri, AFSM

Superintendent Spiteri, a resident of Glenmore Park, is a recipient of the Australian Fire Service Medal recognising his distinguished service as a member of Australia's fulltime fire service.

I have arranged for letters of congratulations to be sent to all of the persons named.

Councillor David Bradbury  
**Mayor**

## MAYORAL MINUTE

### **Australian Gridiron Football League**

Following the National Championships held in January four players from the Penrith based UWS Outlaws have been selected to play in the Australian team to play in the World Cup in 2002. The players are:

- Andrew Bennett
- Darren Watkins
- Jason Gaffey
- Michael Ryan

The Australian Team will travel to Queensland in July 2001 to play against Nevada followed by a Test Match against New Zealand on 7 July.

I have arranged for letters of congratulations to be sent to all of the persons named.

Councillor David Bradbury  
**Mayor**

**REPORT AND RECOMMENDATION  
OF THE LOCAL TRAFFIC COMMITTEE MEETING OF PENRITH CITY  
COUNCIL HELD IN THE OSBORNE ROOM, PENRITH  
ON MONDAY 4 JUNE 2001 AT 9.00AM**

**PRESENT**

Craig Ross – Design & Technical Advice Manager (Chairperson), Sergeant John Milton – Penrith Police, Senior Constable Bob Tengdahl – St Marys/Regentville Police, Jason MacPherson - Roads and Traffic Authority, Lois Fisher - for the Member for Penrith

**IN ATTENDANCE**

Councillor Greenow, Rosemarie Barretto – Senior Traffic Engineer, Linton Hewson – Trainee Engineer, Ron Watson – Westbus, Gary Alexander - Westbus

**APOLOGIES**

No apologies.

**CONFIRMATION OF MINUTES**

**Local Traffic Committee Meeting – 7 May 2001**

The minutes of the Local Traffic Committee Meeting of 7 May 2001 were confirmed, with the following amendments:

*Item 1* (York Road/Ikin Street Intersection) was deferred by Council at its meeting on 21 May 2001, for further information.

*Item 13* (River Road, Emu Plains – Vehicles Speeding and Negotiating Problem) was deferred by Council at its meeting on 21 May 2001, as more information is required.

*Item 27* (Somerset Street, Kingswood – Proposed Pedestrian Refuge Island) was deferred by Council at its meeting on 21 May 2001.

**DECLARATIONS OF INTEREST**

No declarations of interest.

**MASTER PROGRAMME REPORTS**

- 1 Birch Street, St Marys - Parking Problems near North St Marys Primary School (BI/03)**

**RECOMMENDATION**

LTC1 That:

1. parking restriction in Birch Street in the vicinity of the school not be provided at this stage;

***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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2. traffic and parking situation at this location continue to be monitored;
3. Councillor Greenow be advised of the Committee's recommendation.

**2 Copeland Street, Kingswood - Traffic Safety near Penrith City Council Depot Entry/Exit (CO/08 Pt 2)**

**RECOMMENDATION**

LTC2 That the matter be deferred for further counts.

**3 Glebe Place, Penrith - Request for Parking Restriction (GL/03)**

**RECOMMENDATION**

LTC3 That:

1. the Roads and Traffic Authority be requested to remove the existing "No Standing" signs on Glebe Place, on either side of the entry and exit driveways to the Governor Phillip Nursing Home;
2. the Roads and Traffic Authority be requested to provide a full-time "No Stopping" zone on Glebe Place between Springfield Place and a distance of 6m to the west of the exit driveway outside the Governor Phillip Nursing Home;
3. the CEO of the Wentworth Area Health Service be advised of the Committee's recommendation.

**4 Nepean Triathlon 2001 (Western Weekender Event) - Sunday, 2 December 2001 (1980/3)**

**RECOMMENDATION**

LTC4 That approval be given for the temporary closure of the section of Castlereagh Road, between just west of the Andrews Road/Cranebrook Road roundabout to Springwood Road, Agnes Banks, from 6:55am to 9:15am on Sunday, 2 December 2001, for the cycle leg of the Nepean Triathlon, subject to the following conditions:

1. the organisers be requested to submit a Traffic Management Plan to the Roads and Traffic Authority, with a copy to Council;
2. residents and businesses on Castlereagh Road, between just west of the roundabout at Andrews Road/Cranebrook Road to Springwood Road, Agnes Banks, be notified in

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***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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writing by the organisers two weeks prior to the event (this includes residents and businesses along the entire length of all non-through roads intersecting with Castlereagh Road and for two kilometres on through roads);

3. signposting advising that date and time of closure be in place for two weeks prior to the event (the applicant to liaise with Nick Phillips of the Roads and Traffic Authority regarding size of sign and text height), and the locations of the signs and alternative route during the event to be discussed with Council prior to the installation of signs;
4. advertisements be placed in the local press and radio for two weeks prior to the event, noting the road closure, and a copy of this advertisement to be submitted to Council for information;
5. the organisers ensuring competitors obey road rules and Police directions during the event;
6. the organisers to obtain separate Police approval;
7. the organisers to indemnify Council against all claims for damage and injury which may result from the proposed event;
8. a Public Liability Insurance of \$10 million is required;
9. access be permitted for local residents during the event.

**5 Penrith Baptist Church Parade – Sunday, 24 June 2001**

**(9011/41 Pt 7)**

**RECOMMENDATION**

LTC5 That approval be given to use the footpath for the parade on Sunday, 24 June 2001 at 2.30pm for 30 minutes, commencing on the Great Western Highway outside Penrith Baptist Church, then left into Parker Street, left into Barber Avenue, then finally into Penrith Baptist Church grounds, subject to the following conditions:

1. the organiser obtaining a separate Police approval;
2. the organiser to indemnify Council against all claims for damage and injury which may result from the proposed event;
3. a copy of the Public Liability Insurance of \$10 million required for this event to be forwarded to Council's OH&S/Risk Manager for information.

**6 Endeavour Avenue, St Clair - Request for Traffic Calming Device (EN/02 Pt 2)**

**RECOMMENDATION**

LTC6 That:

1. a traffic calming device on Endeavour Avenue not be provided;
2. Councillor Fowler and the resident be advised of the Committee's recommendation;
3. St Marys/Regentville Police be requested to conduct speed enforcement on Endeavour Avenue.

**7 Bus Route – Minor Change to Westbus Bus Route 786 (Stage 2) (9001/8 Pt 14)**

**RECOMMENDATION**

LTC7 That:

1. the Committee raises no objection to the proposed changes;
2. the changed routes be submitted to the Penrith Public Transport Forum but no objections are raised by the Committee on the proposed route changes at this stage.

**8 Bus Stops - Various Locations (9001/8 Pt 14)**

Westbus tabled proposed bus stop locations for various routes. The following comments are made:

**LTC Comments**

**1. *Hollywood Way, Glenmore Park***

and

**2. *Aberdeen Circuit, Glenmore Park***

To be deleted.

**3. *Blue Hills Drive, Glenmore Park***

Approval recommended for amend to “west side and 50m north of Brigadoon Crescent (reserve)”.

**Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001**

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**5. Glengarry Drive, Glenmore Park**

- Delete “opposite Bangaroo Avenue (reserve)”.
- Delete “opposite number 12 (reserve)”.
- Approval recommended for west side and 20m north of Westerly Way.

**6. Bulu Drive, Glenmore Park**

Approval recommended for outside number 30 (no response received from resident)

**7. Womra Crescent, Glenmore Park**

- Approval recommended for beside number 51 Womra Crescent
- Approval recommended for beside number 15 Targa Place
- Delete “at the border of numbers 63 and 65”.
- Delete “outside number 49”.

**8. Kukundi Drive, Glenmore Park**

- Approval recommended for south side between Terra Court and Punka Place (vacant land) at light pole (boundary line).
- Approval recommended for opposite number 37 (adjacent community land).

**9. Talara Avenue, Glenmore Park**

Numbers 8, 10, 12, 14, and 16 have responded, and number 6 has not responded.

No response received from numbers 44 and 46.

Approval recommended for the border of numbers 6 and 8, and the border of numbers 44 and 46.

**10. Spencer Street, Regentville:**

To be deleted.

**11. Factory Road, Regentville**

No objection received from number 28. Approval recommended on both sides (ie, at number 28 and opposite – reserve).

**12. Bellevue Road, Regentville**

- Approval recommended for outside number 6 (no response has been received)
- Approval recommended for outside number 9 (resident has no objection)

**13. Tench Avenue, Regentville**

Should read “both sides and 20m north of carpark exit/amenities block”.

Approval recommended for bus zone to be installed (15m long) on both sides (ie, west side near carpark entry/exit and amenities block; east side on telegraph pole 40m north of amenities block).

**14. Cox Avenue, Kingswood**

Defer for notification of residents at 114 Cox Avenue.

**15. Jenkins Avenue, Kingswood**

- Approval recommended for opposite number 2 (reserve side)
- Approval recommended for beside 80 Copeland Street (resident has no objection – side boundary).



**Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001**

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**16. Park Avenue, Kingswood**

- Outside number 26 (no response received from resident)
- Approval recommended for bus stop to be in Heath Street at border of numbers 20 Park Avenue and 2 Joseph Street (both properties with side boundary in Heath Street).

**17. Victoria Street, Kingswood**

To be deleted.

**18. Richmond Road, Kingswood**

To be deleted.

**19. Camelot Drive, Mt Pleasant**

- Approval recommended for beside 97 Laycock Street (side boundary in Camelot Street)
- Approval recommended for west side at border of number 1 and reserve side (about 10m north of house number 1)

**20. Tornado Crescent, Mt Pleasant**

- Approval recommended for beside number 27 Bluebird Road (at the light pole)
- Approval recommended for opposite number 28 (reserve side)
- Delete “opposite number 8...”

**21. Laycock Street, Mt Pleasant**

- Approval recommended for beside 21 Islington Street
- Approval recommended for “east side 20m north of Fireball Avenue (between Fireball Avenue and Tornado Crescent), subject to Westbus notifying the resident”.

**22. Dunheved Road, Werrington County**

- Bus zone between the driveways of the Caltex Service Station (north side) – not supported. The bus stop should be located in Lockyer Avenue outside house number 47. This bus stop is to be deferred for notification by Westbus.

**24. Saddington Street, St Marys**

- Delete “outside number 27”
- Bus zone to be located outside 27 Mamre Road, subject to Roads and Traffic Authority State Network Services approval. (Residents of 25, 27 and 29 notified – no response received.)

**25. Collins Street, St Marys**

Approval recommended for bus stop locations at:

- both sides at reserve 25m north of house number 48
- beside 21 Mitchell Street (opposite 34 Collins Street) – resident has no objection

**Additional New Bus Stops**

**1. Gibbes Street, Regentville**

Approval recommended for opposite number 7 at the park.

**2. Glenmore Parkway, Glenmore Park**

- approval recommended for southbound only (north side), 200m south of Mulgoa Road
- northbound – not supported on traffic safety grounds.

***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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***3. William Howell Drive, Glenmore Park***

School bus route opposite existing bus bay (near Bethany Primary School) – not supported due to on-street parking demand in the school vicinity.

***4. Windorra Avenue, Glenmore Park***

No response has been received from the residents at 5 Windorra Avenue, and the resident at 3 Windorra Avenue is concerned about traffic flow, but does not object to the bus stop. Approval recommended for border of house numbers 3 and 5.

***5. Aberdeen Circuit, Glenmore Park***

To be deleted (ie, as amended, buses not to run along Aberdeen Circuit).

The Committee's recommendation for the above bus stops are subject to the consideration of the Special Meeting of the Penrith Public Transport Forum, to be held on Thursday, 7 June 2001.

The Committee has previously approved bus stops along Camellia Avenue, Bursaria Crescent, Acacia Avenue, and Floribunda Avenue (removed after Stage 1) to be reinstated.

**RECOMMENDATION**

LTC8 That the Committee raises no objection to the recommended bus stops, subject to consideration by the Penrith Public Transport Forum.

**9 Camellia Avenue, Glenmore Park - Speeding Vehicles (CA/53)**

**RECOMMENDATION**

LTC9 That:

1. the Committee's preferred solution involves BB lines and RPMs at the bend and provision of a pedestrian refuge island adjacent the closed Bursaria Avenue intersection, and that these proposals be discussed with the affected adjoining residents
2. a further report be submitted to the Local Traffic Committee following consultation with the residents;
3. Councillor Aitken be advised of the Committee's recommendation.

**10 River Road, Emu Plains - Vehicles Speeding and Negotiating Problem (RI/03 Pt 4)**

**RECOMMENDATION**

LTC10 That approval be given for:

1. the provision of a guard rail on the northern side of Francis Street, around the kerb return and north to the first driveway. The guard rail to be fitted with reflective chevron markings;
2. funding of this facility to be considered in next year's programme;
3. the adjacent resident to be advised of the proposal.

**GENERAL BUSINESS**

**1 Princess Mary Street, St Marys – Request for Approval to Install Mailbox – (Raised Council) (PR/01)**

Council has received a request from Australia Post for approval to install a green depot mailbox in Princess Mary Street, St Marys, near the reserve between the Great Western Highway and Sainsbury Street (opposite the development site for the Aldi Supermarket).

The proposal does not require parking restrictions.

Councillor Greenow requested consideration of a street posting box.

**RECOMMENDATION**

LTC11 That this matter be deferred for a response from Australia Post regarding the provision of a street posting box.

**2 Glenmore Park Town Centre – Pedestrian Refuge (Raised Council) (DA987038)**

Condition 47 of the DA Consent Conditions for the Glenmore Park Town Centre development specified that *“a pedestrian refuge shall be installed on the Glenmore Parkway, near the truck turning area. Engineering plans showing the location and configuration of the pedestrian refuge including a pedestrian pathway into the shopping centre building shall be submitted to Penrith City Council for consideration and approval.”*

***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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This facility will be constructed by the developer at no cost to Council, as specified in the DA Consent Condition. The developer/consultant, J Wyndham Prince P/L, submitted a plan of the proposed pedestrian refuge for consideration by the Committee.

**RECOMMENDATION**

LTC12            That:

1. the proposed pedestrian refuge island be endorsed by the Committee;
2. the applicant be advised of the Committee's recommendation.

**3      Great      Western      Highway/High      Street      and  
Mulgoa Road/Castlereagh Road, Penrith – Traffic Signals  
(Raised Council)                      (GR/35 & HI/05 Pt8 & MU/01 Pt13 & CA/17 Pt10)**

Council has received advice from the Ambulance Service regarding the traffic signals outside Penrith Ambulance Station in High Street, Penrith. These signals assist ambulances when exiting the station and entering High Street to travel east, north and south under emergency conditions.

Several reports have been received by the Ambulance Service's Acting Sector Manager, Mr Kruit, of incidents of near misses involving ambulances at the High Street signals, when they are exiting from the Ambulance Station.

Mr Kruit advised that aside from ensuring that all Ambulance Officers take the necessary care in this situation, he would also like to raise the following two issues:

The first being the green arrow from Mulgoa Road into High Street heading west. This arrow is not affected when Ambulance Officers switch the lights at the Station to green, therefore effecting a red light for traffic in High Street. This has been a major contributor to the near misses as this corner is blind to ambulance drivers when exiting the Station. The ideal remedy would be to have the green arrow switched to red at the Station for its vehicles exiting.

The second issue is the visibility of the red light when travelling east along High Street in front of the Ambulance Station. The suggestion has been to have flashing beacons atop the lights to assist drivers in traffic heading east to identify the stop signal when activated by the Ambulance Station.

The issue of entering traffic from the Ambulance Station has been of concern to the Ambulance Service for some time. This concern is increasing together with the increase in traffic volume.

**RECOMMENDATION**

LTC13            That the matter be referred to the Roads and Traffic Authority for comment.

***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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**4      *Castle Road, Orchard Hills – Temporary Lane Closure (Raised Council)*** **(CA/40)**

Council has received a request from Australian Traffic Services Pty Ltd for approval of a temporary lane closure in Castle Road, Orchard Hills from 7:00am on Friday, 8 June 2001 to 4:00pm on Monday, 11 June 2001.

The temporary lane closure is required on Castle Road at the intersection with Kingswood Road, for the purpose of carrying out a water valve repair.

Council's Engineering Inspector has raised no objection to the temporary lane closure, subject to Local Traffic Committee approval and lane closure application.

A sketch of the area was tabled at the meeting.

**RECOMMENDATION**

LTC14      That the Committee endorse the temporary lane closure on Castle Road, Orchard Hills, subject to the applicant's submission of the lane closure application to Council.

**5      *Castlereagh Road, Penrith – Maintenance on Bridge (Raised Council and Penrith Police)*** **(CA/17 Pt 10)**

Council has received advice from HVS Services regarding general maintenance required to be carried out on the rail bridge over Castlereagh Road. The work is proposed to be carried out during the week commencing 4 June 2001 to 8 June 2001 within the hours of either 0900 to 1600 or 1900 to 0500.

A Traffic Management Plan has been submitted to and approved by the Roads and Traffic Authority's Transport Management Centre and the work was approved to be carried out at night time only.

**LTC Comment**

The Roads and Traffic Authority's concurrence has been given for this work to be carried out from 7.00pm to 5.00am only.

**RECOMMENDATION**

LTC15      That the Committee endorse the proposed temporary lane closure in accordance with Roads and Traffic Authority requirements.

**6      *Smith Street, Kingswood – Safety Issues (Raised St Marys/Regentville Police)*** **(SM/03)**

St Marys/Regentville Police have received a letter from the President of the School Council for Kingswood South Public School, concerning safety issues in Smith Street, Kingswood.

***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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The School Council has advised that vehicles are speeding, making U-turns over double lines, and parking in bus zones and in “No Stopping” areas (which prevents a clear view of the wombat crossing), directly in front of the school.

An accident history was tabled at the meeting.

**RECOMMENDATION**

LTC16 That the Police be requested to carry out enforcement in the vicinity of the school.

**7 Birmingham and York Roads, South Penrith – Safety at Intersection (*Raised St Marys/Regentville Police*) (BI/01 & YO/01 Pt3)**

St Marys/Regentville Police have raised concerns regarding the intersection configuration at Birmingham and York Streets, South Penrith.

The intersection is a T-intersection, terminating at Birmingham Road and is not lit by streetlights. There is unlit parkland directly opposite the intersection, and there are no advance warning signs indicating that there is a T-intersection ahead. The intersection is also located immediately after a right hand bend.

The Police suggested that the intersection could be dangerous to road users, especially at night, and there are numerous skid marks on the road where drivers have misjudged the road conditions.

The Police also suggested that street lighting is needed at the intersection, along with an advance warning sign on the intersection approach, and warning signs and light reflective devices at the intersection.

An accident history was tabled at the meeting.

**RECOMMENDATION**

LTC17 That:

1. the adequacy of the street lighting be referred to Council’s Asset Manager for investigation;
2. Council’s Asset Manager be requested to install hazard markers and advance warning signs.

**8 Bus Route Modifications – Stage 2 Review (*Raised Westbus*) (9001/8 Pt 14)**

Westbus representatives tabled some bus route modifications as follows:

- Route 785 to run down Victoria Street, then left into Walter Street, and right into Joseph Street, in lieu of along Victoria Street, as originally submitted.

***Report and Recommendation of the Local Traffic Committee Meeting of Penrith City Council held in the Osborne Room, Penrith on Monday 4 June 2001***

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- Route 795 to run eastbound along Factory Road, then right into Gibbes Street, left into Spencer Street and northbound on Mulgoa Road, then Factory Road.

The bus stop is proposed at the reserve in Gibbes Street.

- Route 798 modified to continue along Garswood Road and not to run through Aberdeen Circuit, Hollywood Way, and South Street, as originally submitted.

**RECOMMENDATION**

LTC18 That the Committee endorse the modifications to Westbus routes and these be tabled at the Penrith Public Transport Forum, to be held on Thursday, 7 June 2001.

**9 Bus Stop – Items Deferred from Local Traffic Committee Meeting of 7 May 2001 (*Raised Westbus*) (9001/8 Pt 14)**

The Westbus representative advised that further consultation was carried out with residents of 18 St Andrews Drive and 82 Wrench Street. He advised that no response was received from the residents at 18 St Andrews Drive and that the resident of 82 Wrench Street objected to the bus stop in front of their property.

**RECOMMENDATION**

LTC19 That Council approve the provision of a bus stop at 18 St Andrews Drive, Glenmore Park, and no bus stop be provided at Wrench Street, Cambridge Park.

**10 Garswood Road, Glenmore Park (at Intersection with The Northern Road) – Modification to Intersection Configuration (*Raised Roads and Traffic Authority*) (GA/05 Pt 3)**

A concept plan to accommodate right turn movements into Garswood Road for buses only was tabled by the Roads and Traffic Authority and endorsed by the Committee.

**RECOMMENDATION**

LTC20 That the Committee endorse the proposed configurations.

**11 Henry Street, Penrith – Traffic Signals Audio Signal (*Raised Councillor Greenow*) (HE/08 Pt 4)**

Councillor Greenow advised that the audio signal is not working at the traffic signals on the Henry Street/Station Street intersection.

**RECOMMENDATION**

LTC21 That the matter be referred to the Roads and Traffic Authority for maintenance.

**12 Waratah Street, St Marys – Request for Parking Restriction (WA/22)**  
*(Raised Councillor Greenow)*

Councillor Greenow made representation on behalf of residents of Waratah Street, for provision of a “No Stopping” restriction on the park side of Waratah Street, St Marys.

**RECOMMENDATION**

LTC22 That the matter be deferred for investigation.

**13 Henry Street/Station Street, Penrith – Request for Lane Closure (HE/08 Pt4 & ST/03 Pt4)**  
*(Raised Council)*

Council has received a request for a temporary lane closure in Henry Street and in Station Street, for the purpose of erecting scaffolding on 5 June 2001 and possibly on 6 June 2001. The Traffic Control Plan and Traffic Management Plan submitted by the applicant were tabled at the meeting.

**RECOMMENDATION**

LTC23 That the Committee raise no objections to the temporary closure, subject to the necessary lane occupancy permits being obtained.

**14 Parker Street, Kingswood – Request for Marked Parking Bays (PA/08 Pt 5)**  
*(Raised Member for Penrith)*

The representative for the Member for Penrith made representation on behalf of a resident requesting the provision of marked parking bays in the streets west of Parker Street, Penrith, adjacent the hospital. The Police indicated that they have not received any complaints regarding vehicle obstruction.

**RECOMMENDATION**

LTC24 That the matter be deferred for the parking situation to be monitored in the streets west of Parker Street, Penrith.

**15 Audit of Schools in the Penrith Local Area Command – Lack of Signage, etc (9011/21)**  
*(Raised Penrith Police)*

Penrith Police tabled an audit that was carried out at some schools in the area.

**RECOMMENDATION**

LTC25 That the necessary upgrades be referred to the Roads and Traffic Authority for investigation.



**16 Herbert Street, Kingswood – Heavy Vehicle Parking (*Raised Penrith Police*) (HE/06)**

The matter of heavy vehicles parking in Herbert Street. has been investigated by Penrith Police as requested by Council's Safety, Emergency & Waste Services Manager. Police indicated that no offences have been detected, however this issue will continue to be monitored.

**RECOMMENDATION**

LTC26 That the information be noted.

**17 Lucas Street, Emu Plains – Speeding Vehicles (*Raised Penrith Police*) (LU/04)**

Police advised that, as requested, regular patrols have been carried out in the area at various times of the day, and emphasised times between 4.00pm and 6.00pm. No vehicles were sighted during these patrols. Police advised that as the street is only 220m long, it would be difficult for excessive speeds to be reached.

**RECOMMENDATION**

LTC27 That the information be noted.

**18 Parker Street between Jamison Road and the Great Western Highway – Request for Parking Restriction (*Raised Roads and Traffic Authority*) (PA/08 Pt 5)**

The Roads and Traffic Authority tabled a request from a resident for provision of "No Stopping" restrictions on Parker Street, between Jamison Road and the Great Western Highway, Penrith.

**LTC Comment**

The Roads and Traffic Authority (State Network Services) indicated that there are no capacity constraints on that section of the road at the moment, and they are of the view that parking restriction at this time is not warranted.

**RECOMMENDATION**

LTC28 That parking restrictions not be applied.

**19 Great Western Highway, Kingswood – Request for Parking Restriction (*Raised Roads and Traffic Authority*) (GR/32 Pt 2)**

The Roads and Traffic Authority made representation on behalf of a resident regarding parking restriction on the Great Western Highway between Morley Avenue and Millen Street.

**LTC Comment**

The Roads and Traffic Authority does not see any need to expand the capacity of the Highway at the moment and the Committee sees no need to apply parking restrictions in that area.

**RECOMMENDATION**

LTC29 That parking restrictions not be applied.

**20 Emergency Vehicle Access in Glenmore Park (*Raised Council*)**

At a recent public meeting, access for emergency vehicles in Glenmore Park was raised.

**RECOMMENDATION**

LTC30 That a meeting be held with emergency services representatives to discuss access to the Glenmore Park Estate.

There being no further business the Chairperson declared the meeting closed, the time being 12.30PM.

Confirmed

\_\_\_\_\_ Chairperson

## MASTER PROGRAM REPORTS

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**ORDINARY MEETING**

**18 JUNE 2001**

**MASTER PROGRAM REPORTS**

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The City in Its Environment

- 1 Development Application for Landfill (already in place) at Lot 1140 Kerrs Road, Mt. Vernon, Owner/Applicant: V & D Febbo

DA01/0030

Compiled by: Jennifer Cunningham, Environmental Planner

Authorised by: Craig Butler, Building Approvals and Environment Protection Manager

<p><b>Management Plan 4 Year Outcome (Page 22):</b> <i>The City retains its distinct rural and urban qualities.</i></p> <p><b>00/01 Critical Action:</b> <i>Maintain and enhance the distinctive nature of the City's urban and rural areas.</i></p>
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### Background

Council approved, under delegated authority, a development and construction certificate application for the erection of a dwelling at 210-216 Kerrs Road, Mt Vernon (Lot 1140 DP 1009555) in 1998. Conditions were placed on the consent requiring erosion and sediment controls to be provided and maintained, and limiting any cut and fill to 1 metre.

Inspections by Council officers in February 2000 revealed that landfill on the site appeared excessive. Several mounds of stockpiled fill material were seen on the site, as were delivery vehicles, and waste construction material was noted in the fill. Council advised the owners of the property that this work was contrary to the development consent. Specifically, the work did not satisfy soil erosion conditions and the amount of fill spread over the site differed from that shown on the approved plans by 1.2m. On 21 February 2000 Council issued an order to cease filling and to remove all excess fill. A notation was placed on Council's property system indicating that the land could potentially be contaminated. On 30 March 2000 a site inspection revealed that a slab had been constructed over the fill material.

As an alternative to satisfying the order to remove the fill, which would necessitate the demolition of the building works already completed, the applicant opted to lodge a development application for the fill. This application, if supported, would enable the partly constructed dwelling to remain intact as the terms of the order sought the removal of the fill and thus, the demolition of the building works.

A Development Application seeking consent for the excess fill was subsequently lodged in June 2000 however insufficient information and fees were provided and the application was returned as incomplete.

A further development application, the subject of this report, was received by Council. The application included, as required, a survey plan showing the area and depth of the fill as well as a geotechnical report outlining the findings of a contamination test and documentation confirming the excess material, amounting to approximately 240 tonnes, brought to the site had been removed.

It is this application that is reported to Council in accordance with its unauthorised land use policy.

## **The Proposal**

The proposed fill covers approximately 3000square metres (50m x 60m, including an area under the dwelling) of a 1.17ha rural residential property at 210-216 Kerrs Road, Mt Vernon. The average depth of the fill is 0.5m, with 1.12m and 1.3m increases at some points, and the estimated total volume 1500 cubic metres. There are no trees within the fill area and the land is not flood affected.

The applicant has stated that:

*“... the landfill has levelled out the house and enhanced it’s outlook. Once the house is complete and landscaping finished this will further enhance the scenic quality of the locality. Landfill has not changed any neighbouring land, overshadowing or privacy.”*

In addition to the surveyed plan of the site indicating the levels of the fill, the applicant has also provided such information as is necessary to satisfy the objectives of the relevant environmental planning instruments. This includes a detailed geotechnical report in accordance with the provisions of Council’s Contaminated Lands Development Control Plan.

## **Community Consultation**

The application was notified in accordance with Council policy. No submissions were received.

## **Assessment of the Application**

The application has been assessed in accordance with Section 79C of the Environmental Planning and Assessment Act 1979. The following key issues have emerged:

### ***Statutory Situation***

*Sydney Regional Environment Plan No. 20 Hawkesbury – Nepean River (No. 2 – 1997)*

The Sydney Regional Environment Plan (SREP) No. 20 applies to the development. SREP 20 states that filling exceeding 100 square metres requires development consent from Council and outlines, in Part 2 of the instrument, specific planning policies including considerations relating to water quality, flora and fauna and rural residential development.

There were no trees or shrubs to be retained within the building footprint following approval of the erection of the dwelling. Impacts on flora and fauna on other parts of the property as a consequence of the fill are not anticipated. Based on the findings of the contamination tests undertaken as part of the geotechnical report submitted to Council, the proposed development is in accordance with the policies of SREP 20 provided certain conditions are imposed in relation to sediment and erosion control and the prevention of land degradation (refer Condition 1 & 2 Schedule 1).

*Penrith Local Environment Plan No. 210 – Rural Lands*

The site is zoned 1(c) Rural “C” Zone – Rural / Residential under the provisions of Penrith Local Environmental Plan 201 – Rural Lands. Development for the purposes of filling requires the consent of Council. The objectives of the Rural / Residential zone have been satisfied by virtue of the previous consent issued for a dwelling house on the subject site. The proposed fill does not render this development contrary to any of these objectives and will not effect the agricultural viability or the general rural character of the area.

*Penrith Rural Development Control Plan*

The site is subject to the provisions of Penrith Rural DCP. The relevant aims of the DCP in relation to filling are:

- Allow filling only where it enhances the use of rural properties
- Ensure that no adverse impact on local drainage characteristics occurs
- Ensure filling will not increase flood hazard or risk to other properties
- Ensure that material used is satisfactory in terms of potential impact on local soil and water quality

The applicant has stated that the proposed fill will enhance the outlook of the dwelling and it is not considered that this will occur to the detriment of the amenity of surrounding areas. The dwelling house and fill were in place when the application was notified to surrounding residents and no submissions were received.

Council's Development Services Unit has reviewed the application and concluded that the proposed filling will have no adverse impact on local drainage characteristics.

The geotechnical report provided by the applicant outlines the findings of contamination testing from several samples taken over the filled area of the site and concludes that the fill material is suitable for residential development with the adoption of remediation works.

Whilst the fill was not needed to enhance the use of the property, it is considered that it will not adversely affect surrounding properties. Upon the imposition of a condition that minor remediation works be carried out on the subject site (refer Condition 1 of Schedule 1), it is considered that the proposed development is consistent with the aims of the Penrith Rural DCP.

*Penrith Contaminated Land Development Control Plan*

The site is subject to the provisions of the Penrith Contaminated Land DCP, particularly Clause 12.0 "Land Filling". The DCP states that

*"... further detailed investigation may be required if contamination is or may be present in the fill material. Such investigations are required to be carried out by appropriately qualified persons and in accordance with contaminated land planning guidelines, the Contaminated Land Management Act and all relevant Environment Protection Authority (EPA) guidelines. Council will require such information as is necessary to prove that the fill material is suitable for the proposed use."*

A detailed contamination test was required in accordance with the DCP. The contamination investigation subsequently received by Council was carried out in accordance with the Contaminated Land Management Act, all relevant Environment Protection Authority guidelines and Councils Contaminated Lands DCP.

***Findings of Contamination Testing***

Council's Environmental Management Unit advised that the report on the findings of contamination testing adequately addressed all issues and all recommendations that resulted from the report should be implemented. The reports conclusions and recommendations are as follows:

- *“Analytical results indicate that the fill is uncontaminated with heavy metals and pesticides, but is marginally contaminated with hydrocarbons and waste oils (PAH). Although portions of the fill were encountered where concentrations of PAH marginally exceeded the guidelines, concentrations of these compounds are expected to be generally less than the residential guidelines.*
- *The fill is considered suitable for residential landuse, and the site is considered suitable for the residential development with the adoption of one of the following remediation efforts:*
  - *The fill must be covered by a substantial topsoil layer in order to remove unnecessary human contact. A topsoil layer of a minimum 0.15m thickness is recommended.*
  - *If topsoil is not imported to the site, then either the upper 0.1m of the fill must be excavated and disposed off site to a licensed landfill and replaced with clean fill, or the upper 0.1m fill profile must be bioremediated by rotary hoeing over a period of several months.”*

It is considered that the addition of a topsoil layer of 0.15m thickness is not desirable, as the subsequent ground level would not be compatible with the finish floor level of the dwelling house and septic tank system on the property. The option of rotary hoeing over several months is also problematic due to an increased risk of soil erosion and runoff and difficulties in validating this action. The recommendation for the removal of a 10cm layer of the contaminated fill and replacement with clean fill is the appropriate means of remediating the site. In order to address the requirements of the Contaminated Lands DCP, documentary proof that the contaminated fill has been removed to a lawful waste disposal facility and that the introduced fill is VENM (Virgin Excavated Natural Material) will be required. This will also need to occur within a suitable timeframe, being 30 days (refer Condition 1 Schedule 1). In accordance with Councils adopted practice and as detailed in the Contaminated Lands DCP, a notation has been placed against the property record noting the potential contamination.

### ***Sediment and Soil Erosion Controls***

In order to ensure the remediation of the subject site does not have an impact on the water quality within the area, short and long term sediment and soil erosion controls will need to be implemented.

Short term control will be addressed through the implementation of soil and sediment controls in accordance with Penrith City Council’s Soil Erosion and Sediment Control Development Control Plan 1996 (refer Condition 2 Schedule 1).

Long term control will be employed through revegetation to establish grass cover over the filled area following remediation works (refer Condition 3 Schedule 2).

### **Conclusion**

Whilst the fill has been placed on the property without consent, the owner is nonetheless able to submit a development application as the activity is permissible with the consent of Council. If the development application has merit and the activity does not result in any environmental harm or is inconsistent with the aims of the planning instrument, formalisation of the landfill by way of development consent is available to Council.

The information provided with the original application was insufficient to determine that the fill was suitable for use on a residential property. Following discussions with the applicants however, additional contamination testing was undertaken and a report lodged with Council that achieves this objective.



Through the implementation of the recommended remediation works within the 60 day time period imposed, and the placement of soil erosion and sediment controls along with revegetation, any environmental harm can be mitigated.

It is recommended that the application be approved subject to a “deferred commencement” consent.

<b>Summary of Conditions</b>	
<b>Issues Addressed</b>	<b>Condition No.</b>
Remediation of Land	Schedule 1 – 1
Sediment and Soil Erosion Control	Schedule 1 – 2
Revegetation of filled area	Schedule 2 - 3

## **RECOMMENDATION**

That:-

(a) The Development Application 01/0030 for landfilling at Lot 1140 DP 1009555 (No. 210-216) Kerrs Road, Mt Vernon be determined by granting a “deferred commencement” consent under Section 80(3) of the Environmental Planning and Assessment Act 1979. Upon strict compliance with the conditions appearing in Schedule 1, and on the issue of confirmation in writing from Council, the consent shall commence to operate as a development consent, inclusive of all conditions appearing in Schedule 2 pursuant to Section 80 of the Act.

### **Schedule 1**

1. Soil erosion and sediment controls are to be provided in accordance with Penrith City Council's Erosion and Sediment Control Development Control Plan 1996, prior to and during the construction of the development. A detailed plan of the proposed measures shall be provided for consideration and approval. A Compliance Certificate shall be submitted to the Principal Certifying Authority certifying that the erosion and sediment control measures have been installed in accordance with the approved erosion and sediment control plan(s) for the development. The Compliance Certificate shall be submitted a minimum 5 days prior to the commencement of site remediation works.
2. The upper 10cm of the fill must be excavated and disposed of offsite to a licensed landfill and replaced with a 10cm layer of clean fill. Documentary proof that the contaminated fill has been removed to a lawful waste disposal facility and that the introduced fill is VENM (Virgin Excavated Natural Material) will be required to be submitted to Council within 60 days of the issue of this consent.
3. A Compliance Certificate, issued by the author of the contamination test report provided to Council, shall be submitted to Council within 60 days of the issue of this consent.

### **Schedule 2**

1. The development must be implemented substantially in accordance with the stamped-approved plans issued by Penrith City Council, the application form and any supporting information received with the application, except as may be amended in red on the attached plans and by the following conditions.
2. No additional fill material is to be imported to the site without the prior approval of Penrith City Council in accordance with Penrith Council Contaminated Land

Development Control Plan. All fill material to be imported shall be validated by an appropriately qualified person as posing no unacceptable risk to human health or the environment, and as being suitable for its intended purpose and land use. All validation works are to be carried out in accordance with Penrith Contaminated Land Development Control Plan, the ANZECC and NH&MRC Guidelines and applicable NSW Environment Protection Authority Guidelines. A copy of the certification shall be submitted to Penrith City Council.

3. All land that has been disturbed by earthworks is to be spraygrassed or similarly treated to establish a grass cover.

(b) The notice on Council records relating to Lot 1140 DP 1009555 stating that the land may potentially be contaminated be amended upon the issuing of operational consent to note that remediation works have been undertaken on the land.



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## The City in Its Environment

- 2     **Rezoning to Allow "Refreshment Rooms for the Holding of Wedding Receptions and Other Similar Functions" at Nepean Shores Moveable Dwelling Park at 6 - 22 Tench Avenue, Penrith. Applicant: Colston Budd Hunt & Kafes Pty Ltd. Owner: Mulgoa Road No. 1 Pt**

**RZ00990002**

**Compiled by:             Pat Coleman, Senior Environmental Planner**

**Authorised by:         Craig Butler, Building Approvals & Environment Protection Manager**

<p><b>Management Plan 4 Year Outcome (Page 20):</b>     <i>The City retains its distinct rural and urban qualities.</i></p> <p><b>00/01 Critical Action:</b>     <i>Maintain and enhance the distinctive nature of the City's urban and rural areas.</i></p>
--

### **Introduction**

Council at its meeting of 18 December 2000 resolved to prepare and exhibit a draft Local Environmental Plan to permit "Refreshment Rooms for the Holding of Wedding Receptions and Other Similar Functions" at Nepean Shores Moveable Dwelling Park at 6-22 Tench Avenue, Penrith (see locality map).

The purpose of this report is to advise Council about the results of this notification process and to outline the key issues with the Draft LEP. It recommends that the Draft LEP be referred to the Minister for gazettal. The draft plan is an attachment to this report.

### **Background**

The subject site is known as 6-22 Tench Avenue, Penrith (being Lot 1 within DP 788126). It is located adjacent to Tench Reserve, which fronts the Nepean River and is near to the intersection of Jamison Road and Tench Avenue. The site has an area of 68,660m<sup>2</sup> and is presently occupied by Nepean Shores Moveable Dwelling Park.

The subject site is zoned Rural (A1) under IDO 93. This zoning permits a range of uses inter alia, caravan parks and places of assembly but does not permit refreshment rooms, commercial premises or reception/convention centres.

Adjoining lands are zoned Rural (A1) with the exception of the land directly opposite, which is zoned 6(d) Regional Open Space under Penrith Urban Land Local Environmental Plan 1998.

The existing consent for Nepean Shores (DA 185/87) provides for 109 long-term and 110 short-term dwellings and other related infrastructure. There are currently 52 long-term and 66 short-term dwellings erected or under construction on the site.

The consent also includes two community meeting rooms with facilities for the use of residents and their guests. The Jamison Room, the first of the two community meeting rooms, is presently being used by the long-term residents of the site and their guests. The second community room is called the Nepean Hawkesbury room and is used for the holding

of wedding receptions and functions. This use does not form part of the original consent, which intended the building to be used by patrons of the caravan park and their guests. The Nepean Hawkesbury room has a maximum capacity of 150 people.

The use of the Nepean Hawkesbury room for wedding receptions and conferences is not considered to be a permissible use for the subject site under IDO 93. The applicant's consultant contends that the use is permissible as a "place of assembly" and, as such, rezoning is not required. Council's officers however consider that the use is more appropriately defined, for the purpose of IDO 93, as "refreshment rooms for the holding of wedding receptions, and similar functions". This definition has been used to permit such uses elsewhere on land zoned Rural A1. On those occasions IDO 93 has been amended. These sites are discussed in more detail later in this report.

Upon becoming aware of the use of this building outside the original consent, Council required cessation of the use or the pursuit of approval via a rezoning. As outlined above, the property owner, through their planning consultant, contended that rezoning was not required and the matter could be otherwise dealt with as a development application for an already 'permissible with consent' use. Council's officers did not concur, and the owners then lodged the rezoning application on a 'without prejudice' basis.

### **Exhibition and Consultation**

In accordance with the requirements of the Environmental Planning and Assessment Act 1979 Council advertised and exhibited the Draft Local Environmental Plan from 30 January to 28 February 2001. No submissions were received.

In accordance with Section 62 of the Environmental Planning and Assessment Act 1979 Council also consulted with the following public authorities during the preparation of the Local Environmental Plan.

- Sydney Water
- Integral Energy
- Telstra
- Department of Land and Water Conservation
- Hawkesbury Nepean Catchment Management Trust
- Environment Protection Authority

No comments or submissions were received.

All long term residents of Nepean Shores were notified by mail of the proposed rezoning. Three submissions in support of the proposal were received in response to this.

The Draft Local Environmental Plan was also forwarded to Parliamentary Counsel to determine if the plan can be legally made. Parliamentary Counsel have made minor changes to the Draft Local Environmental Plan relating to format and punctuation but have concluded that the Draft Local Environmental Plan can be legally made.

### **Planning Assessment**

#### *1. Compatibility with present zoning and surrounding land uses*

The proposed use is a commercial activity and in this regard is compatible with certain commercial elements typical of a moveable dwelling park. The use is also considered consistent with the other uses, such as "clubs" or "educational establishments" which are presently permissible in the zone with consent of Council.

Lot 13 in DP 30274, immediately adjoining the site to the south-east is also zoned Rural '1A' under IDO No. 93. That site is already subject to an amending Local Environmental Plan, which amends Clause 41 of IDO 93 to allow refreshment rooms for the holding of wedding receptions, conferences and similar functions on the site with consent of Council.

Madang Park is located to the north of the subject site. Under Clause 41 of IDO 93 refreshment rooms for the holding of wedding receptions, conferences and similar functions are a permissible use for that property with the consent of Council.

Accordingly, the proposed use is considered consistent with that which is permissible on certain surrounding properties.

## *2. Community facilities provision for residents*

The Local Government Act Regulations For Camping Grounds and Moveable Dwellings requires that a minimum of 10% of the total site area be set aside for the provision of community facilities. Excluding the building and surrounding gardens and pool area, which are to be used for the requested purpose, the land that will remain dedicated to community facilities would be 10.5% of the site, or 7209m<sup>2</sup>. Thus, even with the proposed use of the building for the holding of wedding receptions and similar functions the amount of community facilities is in excess of that required by the Regulations.

While this development is not a release area, the Department of Urban Affairs and Planning's standard of 28.3m<sup>2</sup> of open space per person is also a useful benchmark to assess a mobile home park's open space provision against.

The proposed use of the subject building will result in the equivalent of 21m<sup>2</sup> per person of community facilities remaining available on site. This amount is derived at by dividing the total area of open space (7209m<sup>2</sup>) by the total population of the site being 330 persons or 1.5 person per 219 sites. It is considered that the variance from the standard (21 rather than 28.3) is acceptable as approximately 50% of the dwellings are short-term, the tenants of which would not have the same demand for community facilities, as does a long-term resident population. Additionally, the site is adjacent to Tench Reserve, which provides considerable open space and passive recreation infrastructure.

## *3. Car Parking and traffic generation*

Approximately 60% of the dwelling sites typically have space available for the parking of two vehicles. The remaining sites have at least one space on site. Dwelling sites cater for their own parking need. Eighty-two other formal visitor parking spaces are made available on the site. These are generally excess to the parking demand generated by the residents of the dwellings.

Council's car parking code requires reception establishments to provide a minimum of one space for every four seats. The application is based on a maximum capacity of 150 people. The number of car parking spaces required, having regard to the car parking code, would be 38.

If a function is held with the maximum building capacity of 150 people it is safe to assume that the majority of people, if they arrive by private motor vehicle, will car pool. As such if we assume a worst case rate of car pooling of 2 per car, 75 car-parking spaces will be required, which is less than the 82 visitor spaces which are provided on the site. It should be added that a rate of 2 per car is relatively conservative given the drink driving laws which generally result in designated drivers and vehicle occupancy rates of 3 & 4. Some people will arrive at functions on the site by taxi, with others staying at the short-term accommodation provided on the site.

The applicant has provided a traffic survey, which was based on a number of functions held in the conference room with capacity from 20 –150 people. The findings of this assessment were that on average 41 % of people arrived at these functions by car. If a function were held with the maximum capacity of 150 people that would require 62 visitor spaces (41% of 150).

The site therefore provides visitor spaces in excess of Council's requirement.

The parking provision is deemed adequate.

#### *4. Existing approvals*

The original consent included two conditions, which restricted use of the community facilities.

Condition No. 73 of the original consent noted that the community facilities are for the exclusive use of the residents of the mobile dwelling park. If this rezoning is successful it is the intention of the applicant to lodge a new development application which will request that the Hawkesbury Nepean Room be used as a refreshment room for the holding of wedding receptions and similar functions. As detailed earlier, the development meets all requirements for community facilities without including the subject building.

Condition No. 9 of the original consent required that the proposed community facilities include a childcare centre. This condition was amended in 1995 to allow it to be reviewed on a twelve monthly basis to determine if there was adequate demand and if demand is adequate a child care centre is to be established. The applicant contends that there is still not adequate demand for a childcare centre. However, if demand does increase childcare facilities can still be established within the other community room. The applicant's contention in this regard is currently being considered, and can be addressed in conjunction with the required development application for use of the subject building for the requested purpose.

#### *5. Merit of a site-specific Local Environmental Plan amendment*

In this case it is considered appropriate to undertake a site specific rezoning to include wedding receptions, functions and the like, as the characteristics of the site can accommodate such a use. These characteristics include:

- The use of wedding receptions, functions and the like would continue a commercial element of the site, and indeed there is some synergy between the accommodation aspect of the site and a function as people would be able to have a function on the site and stay in the village.
- The visitor car parking that is provided for the completed development will be above the requirements of the Local Government Act Regulations and Council's Car Parking Code.
- The community facilities provided on site for residents after the subject building is used for a separate commercial purpose still satisfy the relevant standards.
- The use of the site for wedding receptions, functions and the like would be consistent with previous Council decisions which have consented to similar uses on neighbouring properties regulated by the same IDO.
- As noted, the use of the site for wedding receptions, functions and the like has been operating without consent for some time. In this period Council has not received any complaints from neighbouring property owners regarding adverse amenity impacts from the use.

It would be inappropriate to extend the amendment to the entire A1 zone within IDO 93, as other sites do not have the above characteristics.

### **Finalisation of the Statutory Process**

The recommendation below requests that Council endorse the Draft Local Environmental Plan and that a section 69 report be prepared and forwarded to the Department of Urban Affairs and Planning to allow the Draft Local Environmental Plan to be made.

On gazettal of the Draft Local Environmental Plan the applicant will still be required to submit a development application for the proposal on the subject site. More site specific issues relevant to the use can be addressed at this stage.

### **Conclusion**

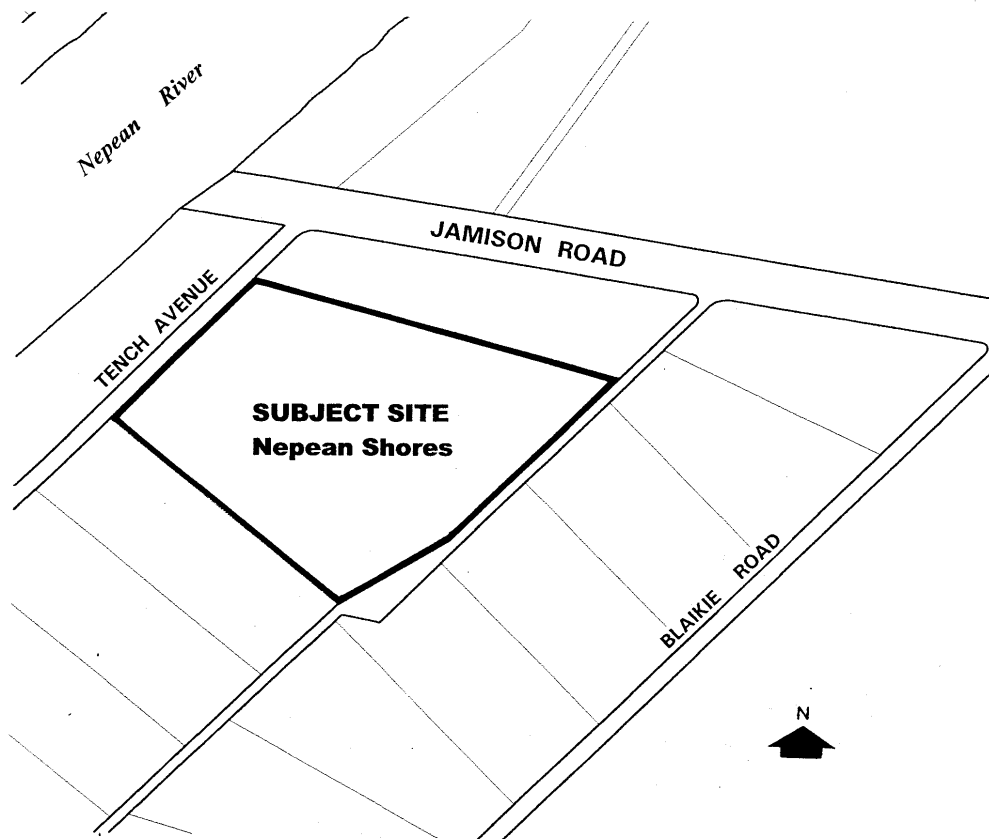
It is considered that refreshment rooms for the holding of wedding receptions and other similar functions is an appropriate use for the subject site as it is compatible with the present zoning and surrounding landuses. Moreover, the existing car parking arrangements are adequate to cope with the proposed use and the remaining community facilities and open space is considered adequate to cater for the residents of the facility.

It is recommended that the Draft Local Environmental Plan be forwarded to the Department of Urban Affairs and Planning in accordance with the requirements of the Environmental Planning and Assessment Act for the LEP to be made.

### **RECOMMENDATION**

That pursuant to Section 69 of the Environmental Planning and Assessment Act 1979 and the Environmental Planning and Assessment Regulations 2000, Council submit to the Minister for gazettal the Draft Local Environmental Plan to allow 'Refreshment Rooms for the Holding of Wedding Receptions and Other Similar Functions' at Nepean Shores Moveable Dwelling Park at 6-22 Tench Avenue, Penrith.







**ORDINARY MEETING**  
**18 JUNE 2001**  
**MASTER PROGRAM REPORTS**

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3      Emu Plains General Cemetery – Local Amenity 1007/2	13

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## The City as a Social Place

### 3 Emu Plains General Cemetery – local amenity

1007/2

**Compiled by:** Tony Jarrett, Neighbourhood Facilities Co-ordinator

**Authorised by:** Gary Dean, Facilities Operations Manager

<p><b>Management Plan 4 Year Outcome (Page 49):</b> <i>Social Services and facilities are established and operating to meet community needs.</i></p> <p><b>00/01 Critical Action:</b> <i>Provide well-managed and optimally-used Council-owned facilities, to support local communities.</i></p>
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#### Referral to Council

At Council's meeting of 7 May 2001, Councillor Fowler requested a report on lighting and anti-social behaviour at Emu Plains General Cemetery. Canon South, Senior Minister at the adjacent St Pauls Anglican Church has recently written to Council raising similar concerns.

#### Recent site security works

Following representations from the Parish Council of St Paul's Anglican Church, Emu Plains in the early 1990's, a single solar powered light was installed adjacent to the toilet block in the cemetery. At the same time, an awning attached to the toilet block and used by young people to congregate was removed. The frequency of late night gatherings has significantly reduced as a result.

In 1998 and 1999, metal rail fencing was installed in Short Street then Nixon Street to successfully prevent vehicle entry to the cemetery. Pedestrian access has not been restricted.

Since January 2000, Council has dealt with 6 incidents of graffiti attack on the toilet block. Vandalism of cemetery monuments has been more infrequent. It is difficult to establish any link between graffiti attacks on the toilet block and general vandalism in the cemetery.

However, it is recognised that there continues to be activity within the cemetery at night-time which is causing disturbance to neighbours and the local community.

Thus, the response to the issues raised fall into the categories of managing the cemetery site to minimise or prevent it being accessed at night-time, and community safety generally in the local area

#### Managing the cemetery site

This particular solar light has not been successful, being unreliable and providing low illumination. Installation of lighting connected to the street grid would be expensive, and there are no funds available for this. It would not be appropriate or cost-effective to light up the whole site. As such, there will always be areas outside the area directly illuminated that will have lesser or no illumination.

In terms of protection of the cemetery fabric and overall cemetery management, installation of a metal bar security type fence is a longer-term option. The approximate cost of a fence like that being constructed at Penrith General Cemetery would be \$40,000.

Certainly the St Marys General Cemetery fence has had the effect of markedly reducing the occasions and degree of vandalism. Similarly, the current project to fence Penrith General Cemetery has (among other things) the purpose of reducing the frequency and extent of vandalism.

The toilet block at Emu Plains has been a focal point for gatherings of young people after hours. The toilets are only open when burial services occur – currently about 12 annually. Removal of the toilet block altogether could be considered. Erection of a fence would certainly restrict pedestrian access to the site.



**Emu Plains toilet block and solar light**

Funds for works at Council's three operating and 1 non-operating cemetery primarily are drawn from the Cemetery Enhancement Reserve. A significant number of capital, income generating and service enhancement works have been identified. In addition to the utilisation of Reserve funds, an Internal Loan of \$100,000 is included within the draft 2001/2002 Management Plan. These funds have already been targeted for specific priority projects.

The extent of problems affecting the fabric of the cemetery at Emu Plains is considered less than at Penrith and St Stephens – for which fencing projects are underway or proposed. A fence at Emu Plains General Cemetery could be considered for funding in future years.

Reduction in the occurrences of anti-social behaviour at the cemetery by provision of a fence will resolve most management concerns. However, such behaviour may continue to occur in other locations that continue to cause disturbances to local residents.

### **Community Safety Officer's comments**

Young people gather in public places that provide opportunities to interact with peers without easily being seen by neighbours or vehicles passing by. Differing levels of infrastructure, eg ambient or purpose built lighting, screening provided by buildings, shelter provided by awnings, etc. adds to the appeal of an area. The fact that people are gathering in "a cemetery" does not seem to have any specific relevance, other than the reason stated above.

The issue of lighting or not lighting areas (eg, school grounds and courtyards) is being trialed in some areas. Some NSW state schools report that the levels of malicious damage has been greatly reduced in areas that have been left in total darkness without any ambient lighting.

Improved lighting at the cemetery may serve to exacerbate the anti-social behaviour. It may be useful to conduct a trial with the current level of lighting (solar powered light) disconnected and monitor the levels of behaviour.

The upcoming Community Safety Consultations will also provide the local community of Emu Plains with opportunities to provide data for the development of the Community Safety Plan.

## **RECOMMENDATION**

That:

1. The existing solar powered light adjacent to the toilet block be left non-operational for a period of 3 months, then be made operational.
2. Activity at the site at night-time be monitored, with the question of lighting being reviewed in six months.
3. A perimeter fence at Emu Plains General Cemetery be included in identified Cemetery Capital works projects, with the fence being considered for funding from future Cemetery Improvement Programs.
4. The Parish of St Pauls Anglican Church, Emu Plains be advised in the terms of this report and be encouraged to participate in consultative processes and forums regarding community safety in Emu Plains.





**ORDINARY MEETING**  
**18 JUNE 2001**  
**MASTER PROGRAM REPORTS**

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4	City Operations Directorate Report To Mid June 2001 153/2	17
5	Formation Of The Asset Management Department And Review Of Maintenance Procedures And Practices. ##	31

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**The City Supported by Infrastructure**

**4 City Operations Directorate Report to mid June 2001**

**153/2**

**Compiled by: Sandra Grima, Asset Manager's Secretary**

**Authorised by: Ray Moore, Director of City Operations**

<p><b>Management Plan 4 Year Outcome (Page ##):</b> <i>A register of all significant assets, their condition and standards determined and a plan for their maintenance is operating.</i></p> <p><b>00/01 Critical Action:</b> <i>Prepare and implement a prioritised asset management plan.</i></p>
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**Background**

**Works Construction & Maintenance Department**

*Works Construction Section*

**Glossop Street, St Marys** - Kerb and gutter repair work for the next section to be reconstructed (railway line to Kurrajong Street, northbound carriageway) has been completed. Funds are available in the Road Reconstruction Program to cover the additional expenditure on this project due to additional kerb and gutter replacement.

Budget estimate: \$574,021  
Expenditure to date: \$586,014

**High Street, Penrith** (Station to Riley Streets) - The final overlay has been placed and only line marking is yet to be carried out.

Budget estimate: \$487,431  
Expenditure to date: \$204,545

**Gross Pollutant Traps** - Work is substantially complete on the GPT's at Peachtree Creek, cnr Jane & Riley Streets and Charles Hackett Drive.

Budget estimate: \$383,000  
Expenditure to date: \$181,750

**Path Paving** - Contractors have completed paving in Somerset Street, Orth Street, Second Avenue x 2, Besley Street, Francis Street, Jamison Road x 2, Evan Street.

The path paving programme is 55% complete as at 31 May 2001.

Budget estimate: \$779,664  
Expenditure to date: \$336,239

The current programme is expected to be completed by end of July.

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**Llandilo Road Widening** - Work has been completed except for linemarking.

Budget estimate: \$246,994  
Expenditure to date: \$241,141

**Links Road Reconstruction** - between Valance and Dunheved Circuit (east). Work is continuing on the drainage lines.

Budget estimate: \$1,026,656  
Expenditure to date: \$ 306,981

**Gipp Street, Claremont Meadows**

Shoulder widening and heavy patching is complete. Work is currently progressing on the drainage line.

Budget estimate: \$680,808  
Expenditure to date: \$121,525

**Works Maintenance Section**

There is currently a very large amount of outstanding concrete maintenance work. Damaged/tilted kerb and gutter, particularly as a result of increased traffic loads on older streets, forms a major proportion of the backlog. Vertical displacement in footpath paving is the other major defect. Because of the limited resources to carry out concrete maintenance work, all work is prioritised. Minor defects such as cracking with little or no vertical displacement is not currently being programmed.

Recent inspections in suburbs in the eastern part of the City revealed a number of damaged/missing street signs. Replacements have been ordered. Inspections on a precinct basis will continue subject to staff availability.

A number of roads within the City have deteriorated to such an extent that resealing/resheeting is not a viable option. On these roads every effort is made to maintain the surface in as safe a condition as possible. Often temporary repairs are carried out a number of times before the pavement can be stabilised with heavy patching. Roads in this category are generally on the unfunded list for Road Reconstruction.

City presentation continues to be an important role of this Department. Street sweeping and litter patrol operations are very busy.

**Plant Replacement Programme**

<i>Tender/Quote Stage</i>	<i>Ordered</i>	<i>Received</i>
All completed	1 Flocon 1 Skidsteer Loader	5 Ride-on Mowers 1 Tool Trailer 5 Trailing Mowers 3 Trucks 4 Agricultural Tractors 3 Tandem Rollers 1 Backhoe 1 Mechanical Footpath Sweeper



### **Road Resheeting/Resealing Programme**

The Road Resealing Programme is 100% complete with 2.21% of the road network (168,000 sq m) resealed.

The Centre Seal Resealing Programme is completed with 0.28% of the road network (21,000 sq m) resealed.

The Road Resealing (Bitumen Spray Seal) Programme completed to date include: Dharug Close, Donohoes Drive, Farm Road, Frogmore Road, Glenleigh Avenue, Kingshill Road, Sixth Avenue, Timothy Road, Carrington Road, Leitch Avenue and Reynolds Road.

The asphalt resurfacing programme is completed with 1.99% of the road network (151,000 sq m) resurfaced.

### **Roads to Recovery Programme**

As reported in the previous report, the Roads to Recovery Programme for the period 1 January 2001 to 30 June 2002 is now complete and within budget. The total road pavement rehabilitated/resurfaced was 0.48% of the road network (36,000 sq m).

### **Development Services Unit**

#### **1) Accepted the following developer constructed assets:**

- a) Hall Street, St Marys - approximately 125m of kerb & gutter and half width road pavement.
- b) Cassar Crescent, Cranebrook - approximately 270m of kerb & gutter and full width road pavement.

#### **2) Construction certificates were issued for the engineering works associated with the following developments:**

- a) Captains Road, Penrith - approximately 135m of kerb & gutter and full width pavement.
- b) Great Western Highway, Emu Plains - approximately 157m of kerb & gutter and full width road pavement.
- c) Precinct 6N2, Glenmore Park - approximately 134m of kerb & gutter and full width road pavement.

#### **3) Inspections were carried out on the engineering works for the following developments:**

- a) Castlereagh Road, Penrith
- b) Knox Street Basin, Glenmore Park

- |   |         |
|---|---------|
| 4) DA's (subdivision) received this month | 21      |
| 5) DA's (subdivision) approved this month | 17      |
| - average determination time              | 18 days |
| - yearly average                          | 21 days |
| 6) DA's (subdivision) refused this month  | 0       |

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7) Linen plans released this month	16
8) Linen plans released year to date	51
9) Lots created year 2001	
a) Commercial - strata	7
b) Commercial - torrens	9
c) Community title	0
d) Industrial - strata	0
e) Industrial - torrens	3
f) Residential - strata	140
g) Residential - torrens	127
h) Rural	20
Total	306

## **Parks Construction & Maintenance Department**

### **Capital Works**

#### ***Woodriff Gardens, Penrith***

The floral display highlighting the word 'Penrith' has been completed now that suitable plant material has been obtained.

#### ***Harold Corr Oval, Werrington***

Work on the extension of the running track has been completed and the turf wicket is being relocated to Shaw Park. The perimeter fence will be completed within the next four weeks.

#### ***Alma Crescent, Emu Heights***

Removal of rubbish and weeds has been completed and revegetation planting is underway.

#### ***Glenmore Park***

Street tree planting in selected areas has been completed.

#### ***Samuel Marsden Baseball Fields, Orchard Hills***

Extensions to the existing irrigation system is underway and gates are being installed to the entrance to the carpark.

#### ***Hunter Field, Emu Plains***

Tree planting around the perimeter of the field has been completed and the installation of bollards to control vehicles driving over the fields is underway.

#### ***Field Lighting***

Installation of the field lighting at Peppertree Reserve has been completed. Field lighting to Parks Avenue is underway and is expected to be completed by the end of next week. A lighting contractor has been engaged to undertake the work at Roper Road Soccer Fields.

## **Maintenance**

Maintenance crews are now moving away from grass cutting to tree and garden maintenance. This includes street tree pruning and garden bed mulching throughout the City.

## **Bushcare**

A bushcare display was held at the Penrith Enviro Adventure as part of Council's activities for World Environment Day on 5<sup>th</sup> June at Werrington Lakes. This day was targeted at primary school years 3 & 4. Students were able to visit a number of demonstration sites and were encouraged to participate in activities and ask questions. The Mayor presented a certificate to the students at the end of the day.

## **Building Construction & Maintenance Department**

### **Shaw Park**

Construction work has commenced on the storeroom with the concrete slab poured in late May and steel framework commenced in the first week of June. Value of the works is \$36,000.

### **New Bus Shelter Programme**

Orders have been placed for the construction of nine (9) bus shelters. Concrete slabs have been poured and work is due to be completed by the end of June. Value of the work is \$50,000.

### **Lemongrove Retirement Village**

Refurbishment work on four (4) vacant units is due commence in mid June. Value of the work is in the vicinity of \$60,000.

External painting of the entire Lemongrove Village has been completed. Value of works is \$35,000.

### **Saunders Park**

Concrete slab has been poured and the Colyton/St Clair Little Athletics Club are funding the remainder of work to provide additional storerooms to the existing amenity block. Value of work is \$35,000.

### **Jamisontown Child Care Centre**

The playground upgrade is due to commence in the second week of June. Value of the work is \$13,000.

### **Allen Place - Enclosure of Supporting Columns**

Work has commenced and is due for completion in mid June of enclosing the supporting props to the vehicle ramp in Allen Place. This work is being carried out to enhance the appearance of the underside of the ramp. Value of the work is \$20,000.

### **Lewers Gallery**

Maintenance work has continued by providing exit lights in the Gallery together with a rear exit route to comply with Building Regulations. Repairs and painting have also been carried out on portion of the post and rail fencing.

### **Kindana Child Care Centre - Landscaping**

Work has been progressing during May and is due to be completed in mid June. Value of works \$17,000.

### **Kids Place Child Care Centre – Landscaping**

Landscaping works have been completed to the value of \$8,200.

### **St Clair Recreational & Leisure Centre**

The kitchen in the Activity Room has been renovated at a value of \$5,800.

## **Graffiti Management**

### **Graffiti Removed By Council Staff**

Council staff removed graffiti from buildings on 231 occasions during the month of May 2001. This involved visiting 92 sites. The most frequented locations for graffiti during the month were:

20 hits	Judges Place Carpark
19 hits	Mt Pleasant Shopping Centre
7 hits	Solander Drive Toilets
7 hits	Carita Child Care Centre
6 hits	Allsop Oval Toilets
6 hits	Regatta Park

Council has now received a grant for the sum of \$25,000 from the Crime Prevention Division of the Attorney General's Department under their Graffiti Blasters Project.

The programme prepared by Council to obtain the grant included the purchase of a replacement hot water pressure cleaner which will increase our capacity to remove graffiti from face brickwork.

Also included in the programme was a Community Graffiti Removal Programme to remove graffiti from colourbond fencing bordering the drainage reserve between Stafford Street and Derby Street Kingswood on Saturday 31<sup>st</sup> March 2001. There have been no incidences of graffiti on this site since that day.

Commencing in July 2001, the Graffiti Removal Team intend to expand their operation into recreational areas. The immediate target of this work will be concrete bridges and culverts in the following areas:

- Werrington Lakes
- Burton Street Werrington
- Glenmore Park Walkway
- Banks Drive St Clair
- Jamison Park South Penrith

Statistics have revealed that there has been a reduction in the instances of graffiti due to the rapid removal programme. The graffiti instances from 1<sup>st</sup> January 2000 till the end of May 2000 was 1,340 compared to 831 for the same period this year.

### **Department of Juvenile Justice – Young Offenders Programme**

The Department of Juvenile Justice is assisting Council to paint out graffiti on colourbond fencing. Work under supervision commenced on the following sites on 17<sup>th</sup> May 2001:

- Pacific Lane, Erskine Park
- Cockatoo Lane, Erskine Park
- Werrington County Shopping Centre, Dunheved Road, Werrington County
- Victoria Street, Werrington (rear fence of property owners in Armstein Cres)

The sites where work has already commenced are checked weekly by the Department's staff for any further graffiti attacks prior to commencing any new sites. The Department have completed 140 hours of work using 60 litres of Council supplied paint. The following sites have been provided to the Department of Juvenile Justice for future works.

#### **Laneways:**

- Kemerton Lane, St Clair
- Pamela Lane, Leonay
- Alpine Lane & Mamre Lane, St Clair
- Columba Lane, Erskine Park
- Ball Lane, Colyton
- Gilmour Lane, Colyton

#### **Property Fencing:**

- Richmond Road (near Copeland Street), Kingswood
- Rodgers Street, Kingswood (open space)
- Bennett Road, St Clair (drainage reserve) to Coonawarra Street

- Werrington House, Rugby Street, Werrington (colourbond fencing)
- Smith Street, South Penrith (open space)
- Endeavour Avenue, St Clair (opposite High School)
- Sandra Place/Stevenson Street, South Penrith (open space)
- Willow Tree Avenue, Emu Plains (open space)
- Arnold Avenue/Mark Street, St Marys (open space)
- Bega Street, Colyton (open space)
- Emu Plains Cemetery

### **Public Authorities Sites**

Requests were made on 30<sup>th</sup> April and 7<sup>th</sup> June 2001 to Integral Energy to remove graffiti from their properties and equipment. A list of the sites is provided below.

- 1 x Corner River Road and Francis Avenue, Emu Plains
- 1 x Francis Street, Werrington (Werrington Lakes end)
- 2 x Werrington Lakes
- 1 x Armstein Crescent, Werrington
- 1 x Great Western Highway, South Creek
- 1 x St Clair High School, Endeavour Avenue, St Clair
- 1 x Corner Bennett Road & Explorers Way, St Clair.
- 1 x East Lane, St Marys
- 1 x West Lane, St Marys

Further requests have been made to Telstra regarding the graffiti on their exchange buildings at Borrowdale Way Mt Pleasant and Russell Street Emu Plains.

## **Safety, Emergency & Waste Services Department**

### **Community Safety**

#### *The Development of the Penrith Valley Community Safety Plan*

The Centre for Regional Research & Innovation (CRRI) of University of Western Sydney has commenced networking and conducting preliminary discussions to organise consultations across Penrith.

Council Community Safety staff and University research representatives have met with:

- St Marys Police Local Area Commander and Crime Prevention Officer
- Penrith Police Crime Manager and Crime Prevention Officer
- Council's Youth Development Officer.

Discussions are also planned to take place with:

- Workers in Neighbourhood Centres
- St Clair/Erskine Park Community Safety Association Inc
- The Migrant Interagency
- Representative from the Attorney General's Department
- Youth Interagency

- Council Childcare Centre staff.

#### *St Marys Community Safety Audit Program*

An audit was conducted on 13 June 2001. Details will be provided in the July Directorate report.

#### *“Building Blocks” Forum Presented by the NSW Attorney General’s Department - Crime Prevention Division*

Council’s Community Safety Officer attended a forum at Parliament House on providing children with greater development opportunities. This forum was Chaired by Noni Hazelhurst.

Guest Speakers included:

- Dr Marie Leech - National Crime Manager, Research & Social Policy, Mission Australia
- Dr Don Weatherburn - Director, Bureau of Crime Statistics & Research
- Winsome Matthews - Chairperson, Aboriginal Justice Advisory Council
- Dr Deborah Mills - Executive Officer, Policy and Community Youth Clubs.

#### **Ranger and Animal Services**

Proactive removal of pole posters by all Rangers has seen a marked reduction of illegal and unsightly pole posters throughout the Penrith local government area. Rangers continue to remove posters as required, in accordance with Council’s policy.

Rangers represented Council in Penrith Local Court on a number of occasions during the period resulting in a small increase in the number of convictions for various matters relating to animal registration and control, and several parking offences. Future hearings, listed for plea or mention, shall be attended by Rangers if possible as it appears that Magistrates will proceed if a Ranger is present and a guilty plea is entered at the time.

Penrith Council hosted the Councils Unite for Pets Day on 17 May 2001 in the Library Theatre. Animal Services were represented and the day proved to be valuable with the exchange of information. Representatives of councils throughout the region attended, with officers from as far afield as Gosford and Wollongong.

The number of investigated dog attacks and other related issues remained constant during the month. Rangers evaluated existing Dangerous Dog Declarations, conducting interviews or visits where applicable to maintain an up-to-date register. No additional Dangerous Dog Declarations were issued during May.

#### **Penrith Rural Fire Service**

The Penrith Rural Fire Service attended a total of 51 calls during the month of May 2001 these were broken down as follows:

- 9 serious motor vehicle accidents
- 11 vehicle fires
- 18 grass and bush fires
- 6 automatic fire alarms
- 6 rubbish fires
- 1 chimney fire.

Penrith Rural Fire Service Brigade members attended a moving Anzac Day ceremony where they presented a book to Jamisontown Primary School in remembrance.

Regentville Brigade joined the North St Marys Primary School with their Celebration of Federation. A Brigade member was asked questions on why and how he became a volunteer fire fighter and he gave a short speech on what being Australian meant to him. This was well received by students and staff.

The Central East Regional Championships were held at Bathurst on 19 & 20 May 2001. Two teams from Penrith, Berkshire Park and Mulgoa attended, competing over the two days. Both teams did extremely well out of forty teams in the competition. Berkshire Park came fourth overall and Mulgoa became Central East Regional Champions, taking first place overall. Mulgoa will now compete at the State Championships to be held at Batemans Bay in October 2001.

The Service Level Agreements are now nearly complete and will be finalised by 1 July 2001. Zoning between Penrith, Blacktown and Fairfield is still being negotiated.

A reception was held at the Civic Centre on 28 May 2001 to say thank you to the volunteer groups within the Penrith LGA. Representatives from Penrith Rural Fire Service Brigades attended to receive a Certificate of Thanks from the Mayor and to enjoy a chance to share experiences with the other volunteer groups.

### **Penrith SES**

Two members successfully completed an Operation Management Course. There has been approximately approximately 220 hours of training during the reporting period.

Two public relations exercises took place at the Werrington and High Street McDonalds.

Penrith SES has gained one new member and one member has transferred to Queensland.

### **Waste Education and Promotion**

#### *Promote Clean Environments in Local Communities*

- Litter kits being prepared for Glenmore Park schools as part of the Glenmore Park Rotary Club Litter Grant.

#### *Education and Promotion*

- Education program promotion, including Cleanaway program, continuing in schools and in local press.
- World Environment Day program at Werrington Lake undertaken with Council's Environmental Education Group and Office of Western Sydney. "Penrith Enviro Adventure" waste theme area included Junk Heaven, Cleanaway's recycling, two waste dress-up characters, composting and worm farming.
- Attended NSW Waste Management Conference and Expo.
- Talks given: Penrith Anglican College (Yr 8); St Paul Lutheran CCC; Claremont Meadows (Staff meeting); Blue Emu CCC; Penrith Public (Gardening Group); Glenmore Park Community Garden Meeting; Mamre Christian College; Holy Spirit Catholic; Penrith Christian Community (Yr 10, Yr 7 & Primary Environment Group); Glenmore Park Public (Yr 3); McCarthy Catholic College (Yr 8); Samuel Terry Public (Yr 2); Emu Heights (12/6); Kingswood Public (13/6); Environment Educators (13/6).
- Talks booked: Glenmore Park Public (18/6 & 28/6); Colyton Playgroup (19/6); James Erskine Public (21/6); Claremont Meadows (20-22/6, 26/6 & 29/6); St Clair High (25/6);



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Glenmore Park Rotary Club (25/6); Penrith Christian Community (27/6 & 31/7); Blue Emu (25/7); Open Day (28/7); Penrith Christian Community (1/8); Braddock Public (3/8, 10/8 & 22/8); Werrington Public (3/8); North St Marys Public (8/8); Kingswood South Fair (18/8).

#### *Home Composting and Worm Farms*

- WSWB Roadshow on composting and worm farming displayed at Penrith Plaza with over 150 residents attending.
- WSWB community gardens proposal continuing at Glenmore Park and Cranebrook. Community meeting held with 12 residents committed to the project.
- Earthworks courses being organised for Cranebrook, Penrith and St Clair.
- Worm farm established at Penrith Christian Community School.
- Compost bins and worm farm sales = 15.

#### *Encourage Household Waste Reduction*

- Recycling calendars for 2001/2002 have been delivered.
- Cleanaway audit undertaken at Great Western Highway, Colyton.
- Produced a range of recycling and waste minimisation advertisements for AIR FM.
- Displayed new bin at Management Plan forum.
- "Save on Waste" promotion for smaller bins prepared – labels for bins, displays in shopping centre, markets and railway stations.

## **Property Development Department**

**Woodriff Street Site** - Further negotiations have occurred with the Community Aid relating to the relocation of the Before and After Hours Child Care Centre following Council's offer. They are investigating alternatives covering their operations.

**Former Council Chambers Site** - Investigations are continuing on the feasibility of refurbishing the building to a higher standard of accommodation that commercial tenants in the Penrith CBD are demanding.

Implementation of the safety modifications to the building are progressing. General maintenance upgrade is also underway following a recent inspection.

The subdivision plan adjustment between Council and Penrith TAFE was registered on 4 June 2001.

**Bennett Road, St Clair** - Council resolved to consider the purchase of the former Community Police Station at St Clair. The Area Commander for St Marys Police has been contacted concerning the status of property and how much the Police Department is prepared to sell the site.

**Old Emu Plains Post Office** - Brief completed and quotes received from three (3) Heritage Architects to provide a price for their services in completing the Conservation Management Plan over the site.

Contracts received from Department of Education on the adjoining land purchase. A plan of consolidation to be prepared and to be submitted for Council approval.

**Mulgoa & Regentville Roads, South Penrith** - A subdivision amalgamation plan has been submitted for approval together with an updated Flora & Fauna report. An updated Treescan report has also been submitted with the application.

**Gaymark Lane Retail Property** - Settlement of the property should have occurred at the time of this report and the property now under management.

**Allen Arcade, Penrith** - The shop formerly occupied by Rowing Australia in Henry Street is being cleaned throughout and painted internally for a proposed new tenant. A report to Council will soon be submitted.

**Acquisitions** - Acquisition of open space in Glenmore Park is nearing completion.

**Property Management** - All rental reviews completed on Council property for the month of April and May.

## **Facilities Operations Department**

### **Penrith Valley Cemeteries**

#### *Operational*

In the ten month period to 31 May 2001, 157 burials occurred in the operating cemeteries. 81 burials occurred at Penrith, 64 at St Marys and 12 at Emu Plains. Total burials expected for the year is 180 that will continue the trend over the last decade for burials to total between 160 and 180 annually.

A marketing brochure describing both cemetery services generally and the columbarium specifically is under design.

A mass planting activity will occur in conjunction with St Josephs Primary School on Friday July 25, providing perimeter landscaping along the Richmond Road cemetery frontage. This has been identified as a Planet Ark *National School's Tree Planting Day* activity.

The Penrith Cemetery Cox Avenue entrance pillars have been constructed. The erection of the perimeter fence will have commenced by tonight's meeting and will take about 4 weeks to complete.

Mary Thorne, Council's Cemeteries Officer and Vice Chairman of the Cemeteries & Crematoria Association of NSW recently attended the Association's general meeting in Wagga Wagga. Council has been a member of this Association for seven years.

At this meeting, the matter of revocation of burial rights, renewable and limited tenure of graves in NSW was discussed. The statement was made that "there is approximately only 30 years of burial space left in Sydney." A sub-committee was formed to progress this major issue.

You may recall that a few years ago Council successfully moved a Motion at the Local Government Annual Conference supporting the resale of cemetery sites unused for fifty years.

## Halls & Centres Operations

The major venues of St Marys Memorial Hall, St Marys Community Centre, Surveyors Creek Community Centre and Harold Corr Community Hall continue to enjoy bookings on most Saturdays for weddings and parties.

### Hall Usage for May

	REGULAR HIRERS		CASUAL HIRERS		TOTAL	
	Times Used	Hours Used	Times Used	Hours Used	Times Used	Hours Used
Arthur Neave Memorial Hall (Small Hall)	4	10	-	-	4	10
Arthur Neave Memorial Hall (Large Hall)	25	61	4	64	29	90
Berkshire Park Hall	-	-	1	16	1	16
Harold Corr Community Hall (Small Hall)	9	19	-	-	9	19
Harold Corr Community Hall (Large Hall)	23	56	5	41	28	97
Melrose Hall (Main Hall)	41	111.5	2	18	43	154.5
Melrose Hall (Back Room)	-	-	-	-	-	-
North St Marys Hall	15	33.5	3	48	18	81.5
Ridge Park Hall	27	131	3	48	30	179
St Marys Community Centre (Main Hall)	42	130	8	41	50	171
St Marys Memorial Hall	2	2.5	5	52	7	54.5
Surveyors Creek Community Centre (Main Hall)	30	68	3	34	33	102
<b>TOTAL</b>	<b>218</b>	<b>622.5</b>	<b>34</b>	<b>362</b>	<b>252</b>	<b>984.5</b>

**RECOMMENDATION:**

That the Directorate of City Operations Progress Report to mid-June 2001 be received.



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## The City Supported by Infrastructure

- 5      **Formation of the Asset Management Department and review of Maintenance Procedures and Practices.**      ##

**Compiled by:**              **David Burns, Asset Manager**

**Authorised by:**         **Ray Moore, Director of City Operations**

<p><b>Management Plan 4 Year Outcome (Page ##):</b>    <i>A register of all significant assets, their condition and standards determined and a plan for their maintenance is operating.</i></p> <p><b>00/01 Critical Action:</b>    <i>Determine and agree on appropriate standards for asset condition and functionality.</i></p>
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### Background

The Organisational Structure presented to Council at its meeting on 14 August, 2000 showed the Works Construction and Maintenance Department being retitled the Asset Management Department. In addition to the existing responsibility for the construction and maintenance of Council's civil assets the Asset Management Department would:

- Assume a co-ordination role in the delivery of designs in conjunction with the Design and Technical Advice Department,
- Assume responsibility for road network management (including traffic and road safety functions),
- Assume approval of design and oversight of developer provided assets.

The Asset Management Department will also have a greater emphasis on two main areas Asset Management and Risk Management as well as its traditional areas of capital works construction, and maintenance services.

### Departmental Restructure

The opportunity existed for a review of the Construction and Maintenance Sections (as a result of the retirement of the Superintendent of Works and a Maintenance Overseer), to re-configure them to address the areas of asset management and risk management.

Council's Strategic Plan and Management Plans have a far greater emphasis on Asset Management requirements. The Strategic Plan requires the development of sustainable asset management strategy and the development of standards of maintenance.

There is the need to provide well managed assets through the development, implementation and maintenance of best practice asset management systems, processes and solutions and to contribute to the provision of best value investment in assets and infrastructure through the development and implementation of effective asset management strategies eg. There is a 2-year task in the current Management Plan to develop an Asset Management strategy.

There is also a need to put in place an effective program of asset surveys, condition rating and monitoring, data collection, storage and reporting to address the requirements of risk management as well as to record the current condition of Council's assets.

The restructure of the Department addresses the above two issues and the resource requirements in those areas; changes responsibility for the delivery of some services and

places a greater emphasis on co-ordination and Team Leadership rather than the oversight of works in progress.

Hence the position title of Overseer has been changed to Works Co-ordinator. The Co-ordinator will be removed from the traditional day-to-day oversight of works in progress to a position where they are expected to provide leadership, support and facilitation to their team Leaders and Team Members; to involve their Team Leaders and Team Members in all aspects of decision making; be responsible for managing and monitoring expenditure by their operational unit; facilitate and support the preparation of works programs for each of their functional areas and to encourage input from their Team Leaders and Team Members in the preparation of the programs; organise and co-ordinate the use of contractors where necessary and to promote teamwork, co-operation and support among their Team Members and Team Leaders, and with other Teams and Team Leaders. A number of depot employees have undertaken a course in Team Leadership for Gangers.

The renaming of Gangers to that of Team Leader is proposed in the second stage of the restructure.

The position of Senior Works Co-ordinator will also be responsible for all Asset Management Department employees, plant and equipment working from the Depot. All other Co-ordinators will have responsibilities for the delivery of functions or services and will need to apply to the Senior Works Co-ordinator for the resources required to deliver the function or service based on programs of work being developed by them. Additionally the Senior Works Co-ordinator will determine whether the resource allocated to a Co-ordinator is sourced from Council employees, plant or equipment or by contract.

By having one position responsible for the allocation of all resources, better utilisation of Council's plant and equipment will occur with a corresponding reduction in the use of contract plant, eg. Co-ordinators will be required to program/re-program their works in conjunction with other Co-ordinators to ensure fuller utilisation of Council plant and trucks and reduce the reliance of contract plant and trucks if all Council resources are being used.

Two new positions of Asset Co-ordinator have been created from existing positions. The Asset Co-ordinators are responsible for asset inspections; collection of data for all civil assets; maintaining asset inventories; investigating and reporting on Councillor and customer requests and insurance claims; issuing works orders to the depot and the supervision of some minor contracts. These positions are attached to the Asset Systems Sections whose duties were previously included in the Maintenance Section.

The recommendations from the Capital Projects Planning and Delivery Review included improved estimating, budgeting and expenditure reviews. Additionally greater emphasis is required in the areas of service level provision and benchmarking of services.

Therefore the restructure includes the position of Assets Support Officer to provide technical and budgetary support to the sections in the Asset Management Department and also to other areas within the City Operations Directorate. This position reports directly to the Asset Manager.

A report on the restructure was submitted to the Joint Consultative Committee at its meeting on 20 March, 2001. The proposed restructure was acceptable to the JCC. All revised positions and vacant positions will be filled in accordance with Council's Recruitment and Selection Policy.

The organisational chart for the Asset Management Department is attached to this report.

The restructure of the Construction and Maintenance sections provides a structure more suited to address Asset Management, Risk Management and issues arising from the Capital Project Planning and Delivery Review.

As previously mentioned, it has been identified that there is a need to provide will managed assets through the development, implementation and maintenance of best practice asset management systems, processes and solutions.

Therefore in addition to the above restructure a comprehensive review of how maintenance activities are undertaken has been in progress for the last few months.

The purpose of this section of the report is to advise Council on the progress of this review.

### **Review of Maintenance Procedures and Practice.**

The advent of the National Competition Policy and the community's higher expectations for a greater number and quality of services at lower prices has required Councils to address their methods of maintenance management.

The traditional Local Government maintenance management model of the Engineer employing all staff and nominating the work to be done by that staff has been challenged in some areas. The purchaser-provider split system that has grown out of the requirements of the National Competition Policy divides these two roles.

This system is being adopted in an increasing number of Councils and the cultural change that accompanies it, is causing fundamental changes in the way maintenance is carried out. A major implication of this new management system is the automatic necessity for the purchaser to specify the nature of the works required. A specification must be provided for the purchaser-provider system to be functional.

The purchaser-provider system has seen a fundamental shift to outsourcing or "in-sourcing" if Council business units are in place. This shift also requires that other methods of achieving the desired output should be investigated. Opportunities exist to consider comprehensive performance maintenance contracts, varied working week schemes, incentive schemes and resource sharing.

If the trend of quality management, preventative or programmed maintenance, asset management, benchmarking and continuous improvement is also brought into the equation, a much improved maintenance process can result.

One of the major principals of quality management is that it is both effective and efficient to provide documented systems that are primarily designed to encourage the service provider to identify and correct process faults and thereby assure the purchaser of good performance.

There are therefore significant benefits that can be achieved in the delivery of maintenance services by the introduction of the discipline provided by the purchaser/provider model. However, there are a number of ways by which it can be introduced into Organisations. State Government Departments have generally adopted the out-sourcing model, which has resulted in extensive down-sizing of these Organisations. Councils who have adopted the purchaser/provider model have, in the main, adopted the internal business unit split. This has in some cases resulted in a change to the "us and them" culture, a duplication of functions, a loss of experienced staff in either the purchaser or provider sides. The New Zealand experience initially showed a lack of experience in the purchaser (specifier of service side).

Both these types of split seemed to ignore the wealth of experience and knowledge, especially of local conditions, that existed in the day labour workforces.

The approach that has been taken in the review of both the structure of the Asset Management Department and the delivery of maintenance services has been to introduce the discipline of the purchaser/provider model whilst retaining the experience of the day labour force and hence avoid duplication of functions.

In the Asset Management Structure the Asset Systems Section is responsible for determining programs, operating the asset management systems, carrying out inspections and issuing works orders to the Depot.. The Maintenance Section is responsible for ensuring the delivery of the service to an agreed level and reviewing how that service will be delivered.

The level of maintenance specified is determine jointly by the Asset Systems and Maintenance Sections, ie using the information generated from the asset systems and the knowledge of the field staff as to what actually can be achieved with current resources.

There is no point initially in specifying a level of maintenance that is not achievable. The first step is to define the current level of service being provided.

Both sections have been actively involved in the development of the revised maintenance procedures with the aim of meeting the following objectives:

- decreasing number of community complaints
- carrying out work in a cost effective and efficient manner
- being able to benchmark with peers
- satisfying our customers within a clear framework
- adequate reporting for insurance purposes
- repeatable and quantifiable criteria for work
- professional approach to asset management
- organising maintenance in a systematic way
- taking a more pro-active approach
- minimising risk profile
- regular recorded inspections are carried out
- appropriate quality management controls are in place

### **Revised Maintenance Procedure**

The Asset Systems Section and Maintenance Section have been involved in a number of workshops, led by Sinclair Knight Merz, in adapting a document called Aus-Spec #4 - Road Reserve Maintenance to suit our requirements.

The workshops were attended by engineering staff, depot staff and employees.

Aus-Spec #4 - Road Reserve is one of a number of documents prepared by the Institute of Public Works Engineering, Australia (IPWEA) and Sinclair Knight Merz (initially Statewide Roads, which is now incorporated into SKM) for use by Local Government. The intent is to have standard specifications for a number of functions across all Local Government.

Aus-Spec #4 Road Reserve Maintenance is a document in five parts; 1. Guide to Use; 2. Technical Specification; 3. Activity Specifications; 4. Maintenance Management Plan and 5. Supplements to Contract Documents.



For its implementation into our delivery of maintenance by day labour we have concentrated on Section 3 Activity Specifications.

### **Activity Specifications**

The Activity Specifications adopted by Penrith City Council are shown in Annexure A (marked \*).

The Activity Specification specifies:

- Activity Definition (What work is included?)
- Performance Distress and Defects (What do we look for?)
- Performance Criteria (Why do we do it?)
- Performance Standards (What is required?)
- Work Method Requirements (Undertaking to provide quality)
- Checklist (for a programmed work item and at least daily)
- Performance (- response time and compulsory intervention level)

The workshops concentrated considerable time on defining response time, compulsory intervention level, and traffic score.

A response time is defined as the speed of response to the recording level appropriate to the location.

A compulsory intervention level specifies at what threshold immediate action is required.

A traffic score assigns different levels of service for different classifications of roads.

These have all been determined by workshop participants for all Activity Specifications.

Initially these response times and intervention levels have been specified as "what we do now" and not "what we would like to achieve", ie there needs to be a correlation between service levels and current available funding.

The workshop also determined that the LGA be divided into 16 precincts. This is required to provide precincts of workable/measurable areas and therefore a more efficient use of resources, both for inspections and carrying out the works. The precincts are suburb based with 8 each in the eastern and western parts of the City.

The following documents have been prepared and form the basis of the new system:

- Activity Specifications (issued to Asset Co-ordinator, Works Co-ordinators and Team Leaders).
- Precinct Maps.
- Summary sheet of the intervention levels/response times for the Activity Specification.
- Inspection sheet for Asset Co-ordinators use in the field.
- Maintenance Defects Register (MDR) results from inspections by asset Co-ordinator.
- Routine Maintenance Program - prioritised list of works within a precinct based on the MDR. Issued to Works Co-ordinator.
- Work Checklist (OH&S based)
- MMS Sheet to be used by the Team Leader and submitted daily to the Works Co-ordinator (quantifies what was done daily and resources used).
- Proposed inspection cycle program based on Road Traffic Score (ie inspect RTS1- once every 3 months, RTS2 - once every 2 months, RTS3 and 4 - monthly).

It should also be noted that the Activity specifications are linked to the new Finance system, which enables the Activity to be costed as well as quantified.

The first trial in Precinct East - 1 (the majority of St Clair) commenced on 4 June, 2001. This required the inspections to be completed by 24 May. The Asset Co-ordinator inspected all roads in the trial precinct (by Road Traffic Score and intervention levels) and compared estimated inspection time with the actual time. The maintenance defects register was prepared as a result of these inspections and a prioritised maintenance program issued to the Works Co-ordinator. (Note that all defects or distress below the intervention level were ignored). The inspections also revealed work that was outside the scope of routine maintenance. These were documented and placed on future reconstruction programmes or forwarded to other departments for action (ie tree trimming, grass cutting).

The period of time crews spend in each precinct is yet to be determined, however 2-4 weeks per precinct appears to be an appropriate period of time to ensure that crews can commit time to the precinct a minimum of twice per year. The trial will determine the time required and hence the appropriateness of the intervention level (ie too low or too high?). The work will be quantified and costed.

A workshop is planned at the end of June to discuss the first trial and make amendments, where necessary, to the Activity Specifications.

A second major trial will then be undertaken with 8 precincts operating under the new system with the other 8 precincts operating as current. This will require the allocation of crews to either the East or West sections of the City with others being shared.

A further workshop will be held to review, and refine the Activity Specifications and compare the different maintenance systems.

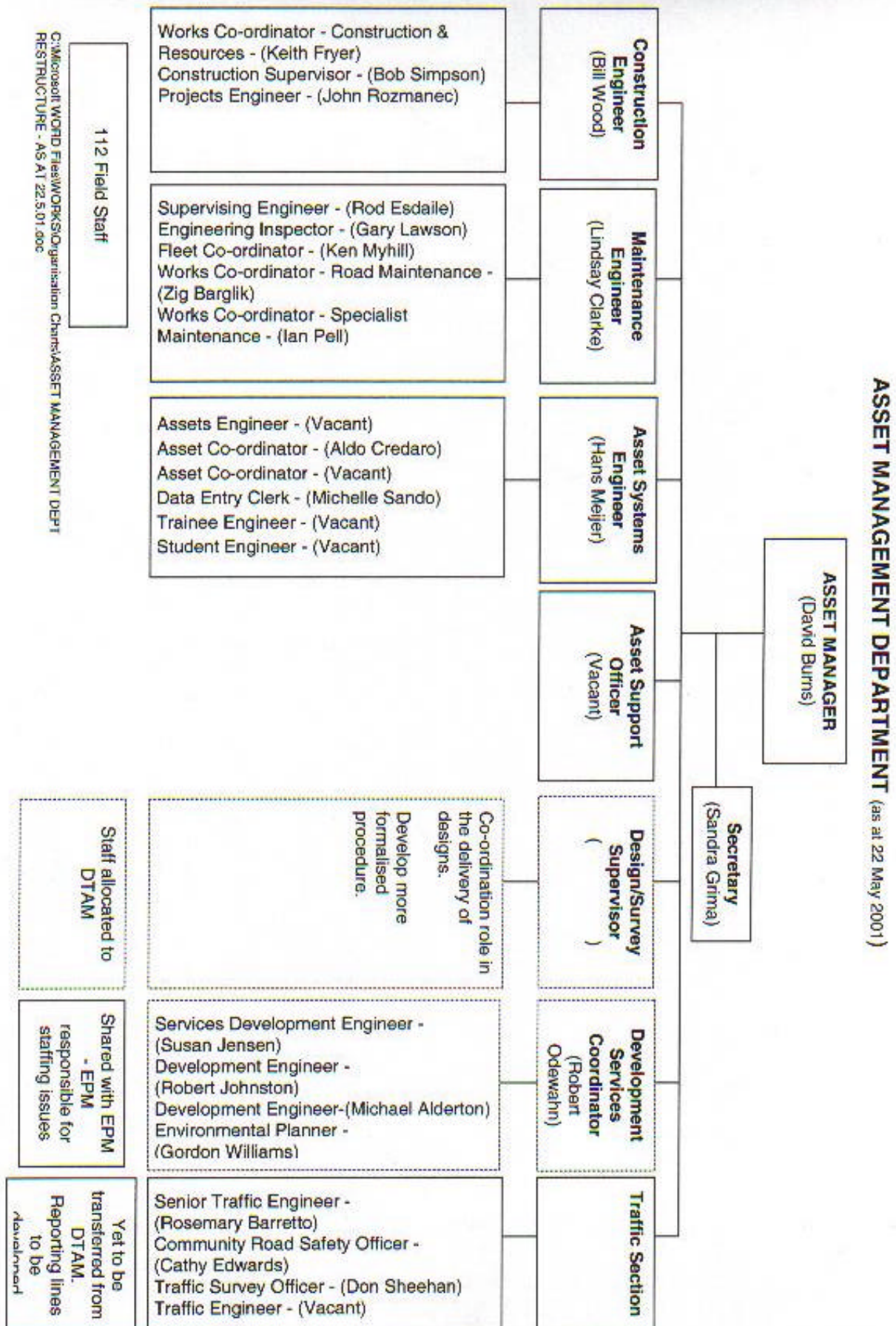
On completion of the first trial and workshop at the end of June a detailed presentation will be made at the Policy Review Meeting in July on the revised Maintenance procedures, the outcomes from the trial and the implementation of the procedures across the total Penrith LGA.

## **Conclusion**

The proposed changes to the method of the provision of maintenance is a more efficient use of resources. Work will be limited to that only defined by the Activity Specifications, response times and intervention levels. This will require discipline at all levels of the organisation. Work will only be done if it meets or exceeds the intervention levels. By doing so, it is possible to define the actual level of service able to be provided by existing resources and hence enable definition of the additional resources required if the level of service is to be increased.

## **RECOMMENDATION**

The report concerning the Formation of the Asset Management Department and review of Maintenance Procedures and Practices be received.



**MAINTENANCE ACTIVITY SPECIFICATIONS  
AND ACTIVITY CONTRACT REQUIREMENTS**

<b>ACTIVITY DESCRIPTION</b>	<b>ACTIVITY CODE</b>
<b>PAVEMENT</b> Emergency Pavement Repairs Repairs to Bituminous Surfacing Pavement Sweeping Pothole Repair Local Shape Correction Crack Sealing Patching - Minor Patching - Heavy Concrete Pavement Repairs Concrete Slab Stabilisation Grading Unsealed Roads Resheeting Unsealed Roads Auxiliary Work for Reseals	PER PBS PSW PPR PSC PCS PMP PHP PCR PSS PGU PRU PAW
<b>SHOULDER</b> Edge Break Repair Local Scour Repair Grading Unsealed Shoulders Resheeting Unsealed Shoulders	SEB SSR SGU SRU
<b>DRAINAGE</b> Clear Culverts and Pits Clear Open Drains Clear Subsoil Drains Minor Repair Lined Drains	DCP DOD DSD DLD
<b>ROADSIDE</b> Boundary Fence Repair Street and Gutter Litter Collection Footpath, Kerb and Gutter Repairs Traffic Island Maintenance Fence and Handrail Maintenance Seat and Shelter Maintenance Tree and Vegetation Control Street Landscaping Maintenance Weed Spraying/Treatment Mowing	RBF RLC RFK RTI RMF RSS RVC RLM RWS RMO
<b>ROAD FURNITURE</b> Maintenance of Delineators Regulatory, Warning and Standard Signs Guide Signs Guardfence Maintenance	FDE FRW FGS FGF
<b>MISCELLANEOUS</b> Emergency Call Out Accident Repairs (Recoverable) Storm Damage Response Graffiti Removal Traffic Control	MEC MAD MSD MGR MTC

Activity:		Code:
<b>ACTIVITY SPECIFICATION</b>	<b>PATCHING - HEAVY</b>	<b>PHP</b>

**ACTIVITY DEFINITION** *(What work is included?)*

This activity covers the repair of major pavement failures. Major failures comprise areas greater than 25m<sup>2</sup>. Heavy patching is defined independently of the depth of repair. Typically the pavement is deformed and/or cracked due to poor construction or a weak subgrade or pavement layer, often due to water ingress.

A Defects Liability Period applies to this activity as set out in the General Conditions of Contract.

**PERFORMANCE DISTRESS & DEFECTS** *(What do we look for?)*

Crocodile cracking, shoving, rutting, depressions.

**PERFORMANCE CRITERIA** *(Why do we do it?)*

The road surface and pavement are to provide stable and safe conditions for the travelling public. The surface should provide a seal against water ingress, whilst the pavement provides adequate support to vehicles and adequate ride quality.

**PERFORMANCE STANDARDS** *(What is required?)*

Pavement layers utilised are to comply with the adjacent pavement as a minimum standard and will meet Council materials specifications. Similarly surfacing is to comply with the adjacent roadway and Council specifications.

Ride Quality: The resultant surfacing should have a test result under a 3m straight edge of  $\leq 20\text{mm}$  in any direction.

Permeability: The surfacing should provide a uniform water resistant layer to protect the pavement layers from surface infiltration of moisture.

Activity:

Code:

**ACTIVITY SPECIFICATION**

**PATCHING - HEAVY**

**PHP**

**WORK METHOD REQUIREMENTS** *(Contractors undertaking to provide quality)*

1. Asphalt layers that result in a total depth of asphalt less than 100mm are to be preceded by a prime over the granular substrata (0.5 - 0.8 l/m<sup>2</sup> bitumen). Successive asphalt layers are to be preceded by a tack coat of bitumen emulsion (0.25 - 0.5 l/m<sup>2</sup> bitumen). The vertical faces of adjacent asphalt pavement at the patch perimeter are to receive a bitumen tack coat.
2. For granular pavements provided with a surface bituminous seal the seal design is to be approved by the Superintendent and shall comply with AUSTROADS method for the Design of Sprayed Seals.
3. Sweep any excess material away from the traffic lanes and remove.
4. Make sure all excavated material is disposed of so as not to leave unsightly debris on the roadside or debris placed so as to impede surface drainage. Excavated material is to be disposed of at a site approved by the Superintendent
5. The flushing of bitumen spraying equipment shall be contained and waste removed to the depot for responsible disposal.
6. Remove traffic provision and collect signs. Ensure the completed works are safe for traffic.
7. Where necessary temporary delineation and/or linemarking shall be installed.

	Activity:	Code:
<b>ACTIVITY SPECIFICATION</b>	<b>PATCHING - HEAVY</b>	<b>PHP</b>

<b>CHECKLIST</b> <i>(For a Programmed Work Item and at least Daily)</i>										
1.	Work Order No. <span style="float: right;"><input style="width: 80px; height: 20px;" type="text"/></span>									
2.	Work Plan submitted to Superintendent and approved, dated <span style="float: right;"><input style="width: 80px; height: 20px;" type="text"/></span>									
3.	Signs and traffic provisions erected and adequate and in accordance with AS 1742.3 and SAA HB 81 <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>									
4.	Density testing of Subgrade satisfactory. Results:									
5.	Density testing of Pavement Layers satisfactory. Results:									
6.	Prime Seal or tack coats provided as specified? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>									
7.	Indicate new pavement type and layer thickness: <table style="width: 100%; margin-left: 20px;"> <tr> <td>Type:.....</td> <td>Layer 1</td> <td>.....</td> </tr> <tr> <td>Type:.....</td> <td>Layer 2</td> <td>.....</td> </tr> <tr> <td>Type:.....</td> <td>Layer 3</td> <td>.....</td> </tr> </table>	Type:.....	Layer 1	.....	Type:.....	Layer 2	.....	Type:.....	Layer 3	.....
Type:.....	Layer 1	.....								
Type:.....	Layer 2	.....								
Type:.....	Layer 3	.....								
8.	Pavement cleaned and traffic provisions removed? Site safe for traffic? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>									
9.	Temporary delineation installed <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>									
10.	Spoil satisfactorily removed and disposed of at <span style="float: right;">(location)</span>									

Signed:..... Date:

Code:

<b>ACTIVITY</b>	<b>PATCHING - HEAVY</b>	<b>PHP</b>
-----------------	-------------------------	------------

<b>PERFORMANCE</b>			
<b>ROAD TRAFFIC SCORE</b>	<b>Distress/Need Recording Level</b>	<b>Response Time</b>	<b>Compulsory Intervention Level</b>
1	Any distressed pavement area >25m <sup>2</sup> showing cracking and deformation >50mm under a 1.2m straight edge.	30 days	Deformation >150mm under a 1.2m straight edge.
2	Any distressed pavement area >25m <sup>2</sup> showing cracking and deformation >50mm under a 1.2m straight edge.	21 days	Deformation >100mm under a 1.2m straight edge.
3	Any distressed pavement area >25m <sup>2</sup> showing cracking and deformation >40mm under a 1.2m straight edge.	14 days	Deformation >75mm under a 1.2m straight edge.
4	Any distressed pavement area >25m <sup>2</sup> showing cracking and deformation >40mm under a 1.2m straight edge.	7 days	Deformation >75mm under a 1.2m straight edge.





**ORDINARY MEETING**  
**18 JUNE 2001**  
**MASTER PROGRAM REPORTS**

<b>Item</b>		<b>Page</b>
<b>COUNCIL'S OPERATING ENVIRONMENT</b>		
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**Council's Operating Environment**

**6 State Assembly of Local Government 16 & 17 July 2001**

**752/4 Pt3**

**Compiled by: Helene Ayres, Administration Officer**

**Authorised by: Diane Richards, Executive Services Officer**

**Management Plan 4 Year Outcome (Page 107):** *Management of the Organisation*

**00/01 Critical Action:** *Undertake effective local government.*

The State Assembly of Local Government will be held on 16 and 17 July 2001 at the Wentworth Hotel, Phillip Street, Sydney. The Assembly will consider proposals to arrest problems of Sydney's growth and encourage balanced development in country NSW.

The 2000 State Assembly of Local Government focussed on whole of state development and endorsed the report "A Framework for Whole of State Development".

The "Whole of State Development" approach aims to ensure that all NSW regions share in the benefits of the new economy. Local Government seeks to be a pro-active partner in this process.

The 2001 State Assembly of Local Government will be focused on Integrated Transport Strategy in the context of Whole of State Development.

***Issues to be Explored:***

- Role of transport in linking regions to the global economy
- Improved transport and enhanced export performance (access to ports etc)
- Role of improved transport services and infrastructure in making regional locations viable alternatives for industry location
- Economics of alternate modes of transport
- Models for an integrated transport strategy
- An integrated transport strategy for the Greater Metropolitan Area
- Identification of major transport infrastructure requirements.

The Assembly will also address some broader aspects of the Whole of State Development approach including:

- Progress of the Whole of State Development strategy
- Financial constraints on infrastructure development and maintenance
- The Enterprise Zones concept
- Regional impacts of corporatisation and privatisation of government services.

The Assembly provides a forum for perspectives from government, industry and research institutions. Speakers include:

- Robert Mitchell, General Manager      The Warren Centre for Advanced Engineering  
(Sydney University)
- Dennis O'Neill, CEO      Australian Council for Infrastructure Development
- Councillor Mark Greenhill,  
President      WSROC
- Professor Bob Walker      University of NSW
- Cr. Robert Wilson OAM      Mayor of Parkes
- Brian Shepherd      Institute of Chartered Accountants Australia
- Graham Larcombe      National Economics
- NSW Farmers Association
- NSW Premiers Department,  
Infrastructure Co-ordination Unit
- Lachlan Valley Transport Group

Councillors interested in attending this Assembly need to indicate their intention so that the necessary arrangements can be made.

#### **RECOMMENDATION**

That Council select attendees for the State Assembly of Local Government on the 16 and 17 July 2001.



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## Council's Operating Environment

### 7 Provision of Insurance and Brokerage Services Tender 33-00/01

Compiled by: Ken Muir, Risk Management Co-ordinator

Authorised by: Brian Jenkins, Chief Financial Officer

<p><b>Management Plan 4 Year Outcome (Page 110):</b> <i>Effective risk management is practiced.</i> <b>00/01 Critical Action:</b> <i>Incorporate appropriate risk exposure assessment in the organisation's decisions and activities.</i></p>
---

#### Background

Council's Tender for insuring of Boiler Explosion, Machinery Breakdown, Computer Equipment, Contract Works, Fidelity Guarantee, General Property, Industrial Special Risks including Marine Transit, Marine Hull and Personal Accident (*including Workers Compensation Extra Territorial*), closed on Friday 8 June 2001. Council sought tenders from registered Brokers who would obtain quotations for the renewal of the above classes of insurances. The period of the tender is for two years which aligns Council with future renewal dates with the members of Westpool. The insurances, contained in the tender, are the current general insurance cover provided by the one year tender 21- 99/00 which is due to expire on 30 June 2001.

Tenders were received from two Brokers namely:

*Jardine Lloyd Thompson*  
215 –217 Clarence Street Sydney

*Lowndes Lambert*  
55 Clarence Street Sydney

The tender required details of applicant's local government experience, ability to place competitively priced insurance, ability to provide quality insurance claims management, premiums and annual service fees and a declaration of any commissions that would be received by the applicants.

#### Summary of Submissions

A summary of the tenders comparing the quotations for insurances requested in accordance with the tender specifications is set out in Annexure A. Quotations exclude GST. The information provided reflects a hardening of the market, a general trend for an increase in the price of insurance, the effects of the high cost of claims (over \$500,000) in the last financial year and a preference to develop long-term commitment to insurance schemes.

Both quotations:

- Exceed charges for the provision of the same services supplied in 2000/2001.
- Recommend the development of a long-term partnership in order to provide mutual benefit.

- Offer additional provision of services to assist with minimising future premiums and facilitate risk management
- Submit that premiums to be charged by underwriters will be dependent on claims experience and market forces in the forthcoming year.

Acceptance of the Heath Lambert tender offers the lowest cost premium, offers to develop and enter into a performance based agreement and provides for data management and analysis of under excess claims. The quality of service has received a positive comment from Wollongong City Council who have engaged Heath Lambert since 1996.

Jardine Lloyd Thompson have offered a quotation substantially in excess of Heath Lambert.

The cost for classes of insurance and Brokerage Services, as outlined in Tender 33-00/01, has increased by \$93,013 for services in 2000/2001 to \$189,741 (plus GST) for 2001/02. The cost exceeds the draft budget allocation

A summary of insurance cover is attached as Annexure B.

### **Funding**

These insurance costs are partially charged to Property Development, Ripples and to Child Care Centres with around 85% of the cost being funded from general revenue. The draft budget for 2001/02 provides \$81,550 for these insurances.

Following the calculation of the amounts payable from other sources, General Fund Insurance budget for 2001/02 will need to be increased by around \$77,000. Council's insurance reserve was established to cushion against significant charges in insurance costs. It is proposed that this be provided from the insurance reserve.

### **RECOMMENDATION**

That:

1. The Insurance Brokerage Services tender for 2001/02 and 2002/03 be awarded to Heath Lambert as per tender submission;
2. Heath Lambert be requested to place insurance coverage on behalf of Council for 2001/02;
3. Council investigates the benefits of using the additional services offered by Heath Lambert to stabilise premium costs.
4. The draft Management Plan be amended to fund an additional \$77,000 of insurance costs from the insurance reserve.



## Annexure A

Tender 33-00/01 Insurance & Brokerage Services Price Comparison of Submissions (Note 1)					Heath Lambert	Jardine Lloyd Thompson
INSURANCE ITEMS	Sum INSURED	PREMIUM 2000/01	Claims Cost 2000/01	Sum INSURED 2001/02	PREMIUM 2001/02	PREMIUM 2001/02
Property, Industrial Special Risks Incl. Marine Transit Computer Equipment, Boiler Explosion & Machinery Breakdown	\$141,293,115	\$83,701	\$543,937	\$143,793,711	\$154,708	\$232,141
Contract Works	\$2,200,000	\$2,142	\$0	\$2,500,000	\$3,750	\$3,825
Fidelity Guarantee	\$1,000,000	\$4,200	\$0	\$1,000,000	\$4,000	\$4,200
General Property	\$317,965		\$0	\$317,965		
Marine Hull	\$32,500	\$1,385	\$0	\$32,500	\$1,283	\$1,247
Personal Accident Incl. W/Comp Extra Territorial	Note 2	\$1,300	\$0		\$2,000	\$1,190
Annual Fee		\$0			\$20,000	\$2,000
Premium Adjustment		\$524				
<b>Total excl GST</b>	<b>\$144,843,580</b>	<b>\$92,728</b>	<b>\$543,937</b>	<b>\$147,644,176</b>	<b>\$185,741</b>	<b>\$244,603</b>

**Note 1.** All 2002/03 premiums are subject to market forces and claims experience

**Note 2.** Premium is increase as a result of increased scope of coverage and general industry claims experience. Council claims are NIL.

## Annexure B

**Property Protection** (including machinery breakdown, boiler explosion, computer equipment, industrial special risk general property, and marine in transit).

Machinery breakdown and boiler explosion covers breakdown and repairs to any pumps, control panels and compressor which Council is legally liable.

Boiler explosion covers emulsion containers, hoist tanks, hot air received against sudden cracking or fracturing in the course of ordinary working.

General property is coverage for all real and personal property of every kind and description (with specific exception) belonging to Council or for which Council is legally liable. Examples include:

- Special risk item – Mayoral Chain
- General assets including records, mobile telephones, surveying equipment, buildings and contents valued over \$1000
- Computer equipment
- Artworks in transit
- Money (including whist in transit)
- Machinery breakdown and boiler explosion/breakdown

Causes of incidents include accidental damage, burglary/theft, fusion, computer breakdown.

Consequential Losses have variable limitations include loss of gross revenue, costs associated with computer breakdown, loss of gross rental, cost of claim preparation and alternative accommodation. Consequential losses exclude gross profit, payroll, accounts receivable and fines.

Class of Insurance	Property Protection	Cost 2001/2002
<b>Sum Insured</b>		
All property	\$143,793,711	
Consequential Loss	\$12,260,000	
Limit of liability	\$100,000,000	
2000/01 Premium incl Fire Service Levy	\$92,070.60	
Premium excl GST		\$154,708
<b>Excess</b>		
• Buildings -	\$10,000	
• General Property	\$1,000	
• Machinery breakdown	\$2,500	
• Boiler Explosion	\$2,500	
• Computer breakdown	\$2,500	

### **Contract Works**

Contracts covers Council as owners and contractors and/or subcontractors to the owners in respect of insured operations.

<b>Class of Insurance</b>	<b>Annual Contract Works (Construction Risk)</b>	<b>Cost 2001/2002</b>
Sum Insured	Any one contract \$2,000,000	
2000/01 Premium incl Fire Services Levy	\$2356	
Excess	\$1000	
Premium excl GST		0.15% of Works

### **Fidelity Guarantee**

Covering fraudulent embezzlement or fraudulent misappropriation of money and/or negotiable instruments or goods belonging to Council or for which the Council is legally liable.

<b>Class of Insurance</b>	<b>Fidelity</b>	<b>Cost 2001/2002</b>
Discovery period	12 months	
Sum Insured	Any one person or any one event \$1,000,000	
2000/2001 Premium	\$4,200	
Excess	\$500 or 1%	
Premium excl GST		\$4,000

### **Marine Hull**

Marine hull covers Council's runabouts, dinghies and outboard motors and trailers.

<b>Class of Insurance</b>	<b>Marine Hull</b>	<b>Cost 2001/2002</b>
Sum Insured	Any one contract \$2,000,000	
2000/01 Premium	\$1,385	
Excess	\$100	
Premium excl GST		\$1,385
Fire Services Levy		

### **Personal Accident**

Bodily injury caused by violent, accidental external and visible means which shall solely or independently of any other cause result in the person's death or disablement provided the incident applied to persons travelling to, during and travelling from any Local Government Activity or Business.



Personal accident applies to:

- Councillors of Council,
- employees and accompanying partners on Council business (coverage is excluded where workers compensation applies)
- Voluntary workers
- Members of Committees or Trusts established by Local Government Authorities under State Local Government Acts
- Persons engaged on Labour market programmes where Council is required by Government Department to provide Death and Capital Benefits and Non Medical Expenses to those persons engaged.

<b>Class of Insurance</b>	<b>Personal Accident including Extra Territorial Workers Compensation</b>	<b>Cost 2001/2002</b>
Sum Insured	\$20,000,000	
2000/2001 Premium	\$1,3000	
Excess	Nil	
Premium excl GST		\$2,000

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Council's Operating Environment

8 Management Plan 2001-2002

36/33

Compiled by: Ross Kingsley, Strategic Planning & Research Co-ordinator

Authorised by: Helen Lowndes, Corporate Development Manager

**Management Plan 4 Year Outcome (Page 108):** *Effective corporate governance has been maintained.*

**00/01 Critical Action:** *Prepare, implement and review strategic and management plans and processes.*

**Background**

The public exhibition of the draft Management Plan 2001-2002 closed on Thursday 7 June 2001. A large number of submissions have been received including many received close to the closing date. The matters raised in those submissions require consideration by Council officers.

In order to provide Council with a comprehensive report on matters raised and not delay the issuing of tonight's business paper, the detailed report on the Management Plan 2001-2002 will be distributed under separate cover on Thursday 14 June 2001.

**RECOMMENDATION**

That the information on the Management Plan 2001-2002 be received and noted.



---

## Council's Operating Environment

### 9 Making of Rates and Charges for 1 July 2001 to 30 June 2002

6503/4

Compiled by: Hank Noort, Chief Rates Clerk

Authorised by: Brian Jenkins, Chief Financial Officer

**Management Plan 4 Year Outcome (Page 122):** *Sound management of Council's financial resources.*

**00/01 Critical Action:** *Complete statutory financial requirements.*

Should Council Management Plan be formally adopted at tonight's meeting of 18 June 2001, it is further required to make the Rates and Charges for 2001/02 (Section 535). The following resolutions need to be formally adopted by Council to make the Rates and Charges for 2001.

## RECOMMENDATION

That:

### 1. Ordinary Rate

In accordance with Section 535 of the Local Government Act 1993, an ordinary rate named Residential ordinary in accordance with Section 543(1) of point five zero zero two (.5002) cents in the dollar being ad valorem amount on the land value of all rateable land in the City categorised as residential under Section 493 and that an ordinary rate named Farmland ordinary of point four two five one (.4251) cents in the dollar on the land value of all rateable land in the City categorised as Farmland and that an ordinary rate named Business ordinary of one point zero six nine nine (1.0699) cents in the dollar on all rateable land in the City categorised as business and that an ordinary rate being a subcategory of Business rate named Penrith CBD Rate of one point one six eight nine (1.1689) cents in the dollar and that an ordinary rate being a subcategory of Business rate named St Marys Town Centre Rate of one point four three three two (1.4332) cents in the dollar be now made for the period 1 July 2001 to 30 June 2002 subject to a minimum rate under Section 548(5) of four hundred and fifty three dollars and forty cents (\$453.40) in respect of each separate parcel of land categorised as Residential and Farmland and that each separate parcel of land categorised as Business or as a subcategory of Business be subject to a minimum rate under Section 548(5) of the Local Government Act, 1993 five hundred and eighty nine dollars and thirty five cents (\$589.35).

### 1. Service of Rate Notices

The rate or charge for the 2001/02 rate year be levied on the land specified in a rates and charges notice by the service of that notice and the General Manager be and is hereby authorised to prepare and serve such notice for and on behalf of Council.

### 2. Charges

The charges attached to the report to the Ordinary Meeting on 18 June 2001 titled Making of Rates and Charges for 1 July 2001 to 30 June 2002 be made (see attachment).

**3. Interest**

For the purpose of calculating the interest on overdue rates and charges in accordance with Section 566(3) of the Local Government Act, 1993 Council make the interest charge for 2001/02 eleven point zero (11.0) percent per annum.

**4. Pension Rebate**

All eligible pensioners under Section 575 of the Local Government Act, 1993 be granted a rebate of 50% of the ordinary rate and domestic waste management service up to a maximum of \$250.00 under Section 575(3) of the Local Government Act, 1993.



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**Council's Operating Environment**

**10 2000/2001 Loan Program**

**6032/19**

**Compiled by: Peter Lennon, Expenditure Accountant**

**Authorised by: Brian Jenkins, Chief Financial Officer**

**Management Plan 4 Year Outcome (Page 114):** *Maintain a sound financial position and liquidity.*

**00/01 Critical Action:** *Implement a contemporary debt reduction program.*

**Background**

Proposals have been sought for the funding of Council's 2000/01 Loan Program of \$3.4m. This program has been approved by the Minister for Local Government and Council in its 2000/01 Management Plan. The program is for the purpose of part funding Council's 2000/01 capital budget.

Council has for some years followed a process of seeking loan offers from a number of banks and financial institutions. To this end an approach was made to seven such institutions in early June seeking proposals to lend Council funds for drawdown on 28 June 2001 for a term of 20 years. A mix of proposals were sought based on variable and/or fixed term interest rates.

**Current Situation**

The expressions of interest in lending on the above terms is to be included as an attachment to this report which will be distributed separately on Friday. This attachment will also contain details of Council's current portfolio.

**RECOMMENDATION**

That:

1. Council's General Manager and/or Responsible Accounting Officer be granted authority to negotiate and accept the final terms and conditions offered to Council for its borrowing of \$3.4m under the 2000/01 Loan Program;
2. a further report be placed before Council on 16 July 2001 detailing final borrowing arrangements;
3. The Common Seal of the Council be applied to any relevant documentation.



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## Council's Operating Environment

### 11 Chief Financial Officer

##

Compiled by: Stephen Britten, Legal Officer

Authorised by: Alan Travers, General Manager

**Management Plan 4 Year Outcome (Page 114):** *A flexible, skilled, motivated, responsive and valued workforce is in place.*

**00/01 Critical Action:** *Provide an effective workforce development framework.*

### Background

The Chief Financial Officer has indicated he will be resigning from Council effective from 4 July 2001.

The position of Chief Financial Officer has been reviewed. It has assumed a more prominent role within the organisation in recent times and the position is now part of the Corporate Management Team providing strategic financial input to the Team's deliberations. It is considered that given its increased role that the position should be a Senior Staff position.

Section 332 of the Local Government Act states that a Council must determine what its Senior Staff positions are. In order for a position to be a Senior Staff position there are certain criteria within the Section that must be met. This position fits within that criteria. Accordingly it is recommended that this position be determined as a Senior Staff position in accordance with the provisions of the Act.

Tonight in Council's Committee of the Whole is a report relating to the recruitment of a new Chief Financial Officer. Council's Senior Staff Recruitment / Review Committee has considered this issue and recommend to Council that this position be a Senior Staff position.

### RECOMMENDATION

That the information be received and the Chief Financial Officer be a Senior Staff position within Council structure.



**COMMITTEE OF THE WHOLE  
MASTER PROGRAM REPORTS  
CONTENTS**

**Pecuniary Interest**

**Other Interests**

**Monday 18 June 2001**

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4	Staff Matter (under separate cover)	
5	Staff Matter (under separate cover)	



## **1 Presence of the Public**

Everyone is entitled to attend a meeting of the Council and those of its Committees of which all members are Councillors, except as provided by Section 10 of the Local Government Act, 1993.

A Council, or a Committee of the Council of which all the members are Councillors, may close to the public so much of its meeting as comprises:

- (a) the discussion of any of the matters listed below; or
- (b) the receipt or discussion of any of the information so listed.

The matters and information are the following:

- (a) personnel matters concerning particular individuals;
- (b) the personal hardship of any resident or ratepayers;
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business;
- (d) commercial information of a confidential nature that would, if disclosed:
  - prejudice the commercial position of the person who supplied it; or
  - confer a commercial advantage on a competitor of the Council; or
  - reveal a trade secret.
- (e) information that would, if disclosed, prejudice the maintenance of the law;
- (f) matters affecting the security of the Council, Councillors, Council staff or Council property;
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.

The grounds must specify the following:

- (a) the relevant provision of section 10A(2);
- (b) the matter that is to be discussed during the closed part of the meeting;



- (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in open meeting would be, on balance, contrary to the public interest.

Members of the public may make representations at a Council or Committee Meeting as to whether a part of a meeting should be closed to the public

The process which should be followed is:

- a motion, based on the recommendation below, is moved and seconded
- the Chairperson then asks if any member/s of the public would like to make representations as to whether a part of the meeting is closed to the public
- if a member/s of the public wish to make representations, the Chairperson invites them to speak before the Committee makes its decision on whether to close the paring or not to the public.
- if no member/s of the public wish to make representations the Chairperson can then put the motion to close the meeting to the public.

The first action is for a motion to be moved and seconded based on the recommendation below.

## **RECOMMENDATION**

That:

### *The City in Its Environment*

**2**      ***Property Matter - Proposed land acquisition Wallan Avenue, Glenmore Park***      ***DA00/5137, 4122/22 Pt 12***

This item has been referred to committee of the whole as the report refers to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege and discussion of the matter in open meeting would be, on balance, contrary to the public interest.

*The City Supported by Infrastructure*

**3**      *Property Matter*

**7004/53**

This item has been referred to committee of the whole as the report refers to information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business and discussion of the matter in open meeting would be, on balance, contrary to the public interest.

**4**      *Staff Matter*

This item has been referred to the committee of the whole as the report refers to personnel matters concerning particulars of a particular position

**5**      *Staff Matter*

This item has been referred to the committee of the whole as the report refers to personnel matters concerning particular individuals.



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**COUNCIL'S OPERATING ENVIRONMENT**

12 Tender For The Provision Of Banking Services ##

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## Council's Operating Environment

### 12 Tender for the Provision of Banking Services

##

Compiled by: Melissa Eather, Financial Accountant

Authorised by: Brian Jenkins, Chief Financial Officer

**Management Plan 4 Year Outcome (Page 112):** *Maintain a sound financial position and liquidity.*

**00/01 Critical Action:** *Ensure the timely provision of financial advice and information to support Council's decision making processes.*

### Background

On 1 July 1997 Council entered into an agreement with the Commonwealth Bank of Australia (CBA) requiring the bank to provide general banking services to the Council in return for an annual fee and prescribed transactional charges for a period of four years. The appointment was made after an extensive review of the submissions from a tender process. This was the CBA's second consecutive appointment with Council for the provision of banking services, having successfully submitted an expression of interest for our 1994-1997 banking services operations.

### Current Situation

The current agreement with the Commonwealth Bank concludes on 30 June 2001, however, we have obtained confirmation that we may continue this relationship (month-by-month) until the current tender process is finalised (ie. should it extend beyond the current agreement period).

To enable Council to select the most suitable provider of banking services for the four years commencing 1 July 2001, and simultaneously meet the Local Government Act 1993 and Local Government (Tendering) Regulation 1999 requirements for tendering, Council has undergone a tender process. This process commenced with public advertisements in the Sydney Morning Herald on 8 May 2001 and in the Australian Financial Review on Friday 11 May 2001.

A short information session was held on 18 May 2001 and was attended by representatives from the CBA and the Custom Fleet division of the National Bank. Council Officers present were the Legal Officer Stephen Britten, the Internal Auditor Mark Cartwright, the Senior Financial Accountant Vicki O'Kelly and was facilitated by the Financial Accountant Melissa Eather.

The tender was supported by a detailed specification prepared by Council Officers and closed at 3pm, Thursday 31 May, 2001. Although a total of six (6) tender documents were requested and dispatched, Council only received submissions from three banks, which were (in alphabetical order):

Commonwealth Bank of Australia  
Macquarie Bank  
Westpac Business Banking

The National Australia Bank (NAB) requested an extension of time to submit their tender responses on the basis that:

1. They felt that there was not sufficient time to compile a comprehensive, value-added, and differentiated tender in the time requirements given by Council;
2. They felt that they were not given the opportunity to discuss the tender requirements with Council officers.

After consultation with Stephen Britten (Council's Legal Officer) the NAB representatives were told that no extensions would be granted on the following basis:

1. It was decided that sufficient time had in fact been given to compile the tender responses. Other tenderers submitted their responses within the required time-frame;
2. Representatives from the NAB had originally confirmed that they would be attending our Information Session, which was held on 18 May 2001 in Council's Pasadena Room. However, the only representative from NAB who actually attended was a sales representative from their Custom Fleet division. The representative for the actual tender process did not attend and did not send any apologies. This Information Session would have allowed the NAB the opportunity to ask any questions which they felt relevant and also allow them to gain the benefit of information arising from other bank's questions in an open forum situation.

### **Tender Analysis**

The Council's tender, whilst including other detail, predominantly comprised two key sections:

1. Conditions which were to be met by tenderers in making submissions (Section 2); and
2. Detailed requirements of tenderers regarding services and supporting documentation.

A tender review panel comprising Council Officers was formed and met to discuss the submissions and the assessment process on Friday 8 June 2001. The panel members are the General Manager Alan Travers, the Chief Financial Officer Brian Jenkins, the Senior Financial Accountant Vicki O'Kelly, and the Financial Accountant Melissa Eather.

Following an initial evaluation of the submissions from the tenderers it was determined that a further analysis would be undertaken on fee structures, as not all tenderers had structured their fee regimes in similar manners, ie. some had annual fees whilst others were purely transactional-based.

It was noted that there were a number of addition errors in relation to the "Bulk Fee Options" of Westpac Business Banking tender submission on pages 53. and 55.

It is also important to note that this figure did not include EFTPOS fees, charges nor costs based on percentage-of-sales for transactions processed through Locked Box, Bpay, NetDirect or Phone Direct – credit card payment facilities.

The tender submission from Macquarie Bank did not meet certain essential Council requirements as follows:

- Unable to supply numerous accounts which are required by Council;
- Unable to consolidate Council Community Group bank accounts;
- Creditor payments only via EFT (ie. not by cheque);

- Unable to offer payments received via banks;
- Unable to offer bank guarantees, cheque deposits, stop payments on Council cheques, and
- Unable to offer credit/debit cards, corporate cards or purchase cards.

On this basis it was decided that Macquarie Bank did not offer the functionality to supply Council with the range of services that are required by this tender.

The price of each tender option offered to Council has been calculated based on volumes in Council's tender specification document. Table 1, which follows, lists the prices of CBA and Westpac.

<b>Transaction</b>	<b>Volume</b>	<b>Unit charge Westpac</b>	<b>Westpac fee</b>	<b>Unit charge CBA</b>	<b>CBA Fee</b>
<b>Transaction comparisons:</b>					
Cheques written and collected	35,000	\$ 0.44	\$ 15,400.00	\$ 0.35	\$ 12,250.00
Branch paper deposits	200	\$ 0.93	\$ 186.00	\$ 0.82	\$ 164.00
Electronic Debits and Credits	2508 creditors and 72,800 payroll	\$ 0.10	\$ 7,530.80	\$ 0.11	\$ 8,283.88
Locked Box cheque remittance	5,000	\$ 0.70	\$ 3,500.00	\$ 0.55	\$ 2,772.73
Locked Box credit card remittance	17,792	\$1.20 plus 1.32%	\$ 21,350.40	\$ 0.55	\$ 9,785.60
BPAY debit accounts	4,520	\$0.85 plus 0.95%	\$ 3,842.00	\$0.85 plus 1.00%	\$ 3,842.00
BPAY credit cards	5,000	\$0.85 plus 0.95%	\$ 4,250.00	\$0.85 plus 1.00%	\$ 4,250.00
Direct Debit	5,000	\$ 0.10	\$ 500.00	\$ 0.10	\$ 500.00
Australia Post *	10,000	\$1.60	\$ 16,000.00	\$ 1.65	\$ 16,500.00
			<b>\$ 72,559.20</b>		<b>\$ 58,348.21</b>
* note CBA increase 1/7/2002					

Transaction	Volume	Unit charge Westpac	Westpac fee	Unit charge CBA	CBA Fee
<b>Merchant fees (per trans):</b>					
Debit card transactions	678,000	N/A		0.29%	\$ 1,966.20
Credit card transactions	13,300,000	1.35%	179,550.00	1.27%	\$ 168,910.00
Micro merchant trans (cardlink)		N/A		1.41%	
Monthly Rental EFTPOS machine rental	12		\$ 360.00		\$ 300.00
			<b>\$ 360.00</b>		<b>\$ 300.00</b>
<b>Comparable Electronic Banking costs and setup costs:</b>					
Establishment costs (if all options taken - at discount rate) - 2 options		\$ 12,950.00	\$ 11,950.00	\$ -	\$ -
Account Maintenance fee	4		\$ 240.00		\$ 260.00
Corporate Cards fee	30		\$ 1,200.00		\$ 450.00
Cash Management Interface	annual fee		\$ 456.00		\$ 900.00
	per trans	\$ 0.06		\$ 0.052	
			<b>\$ 13,846.00</b>		<b>\$ 1,610.00</b>
<b>Other services:</b>					
Audit certificates			\$ 15.00		\$ 80.00
Stop cheque payment			\$ 5.40		\$ 10.00
Dishonoured cheques -			\$ 9.50		\$ 27.00
			<b>\$ 29.90</b>		<b>\$ 117.00</b>
<b>Agency Payment at bank:</b>	8,500	N/A		\$ 2.20	<b>\$ 18,700.00</b>

The tender submission received from Westpac Business Banking documented the use of a third-party software facility, which would add significant cost to the banking function initially. Also, Westpac did not offer an agency payment facility (over-the-counter) which had been a requirement of Council. This particular bank also has less branch/agency locations in the Penrith local government area, which is a consideration for tender. Westpac also did not offer insurance cover to Council in regard to indemnification, etc.

It must also be noted that the fee structure submitted by Westpac was extremely difficult to analyse and compare with other tenders, as it did not meet the full format requirements of the tender.

### Evaluation of Assessment Criteria

A brief summary on the assessment for each of the eleven assessment criteria follows for Council's information:

1. Evidence of understanding and responsiveness to Council's requirements.

The only bank to demonstrate a full understanding of Council's preferred requirements was the CBA. Westpac demonstrated an understanding of most of the requirements, however, the submission's fee structure was fairly difficult to understand and did not fully comply with our requirements, eg. not allowing payments at bank, etc. Also, Westpac did not offer insurance coverage for indemnification of Council in regard to negligence or otherwise in respect of service provided.

The submission from Macquarie Bank did not demonstrate an understanding of Council's requirements as they have an inability to provide Council with numerous functions that are essential elements in our banking processes, eg. their inability to facilitate creditor payment by cheque. A full list of remaining elements has been listed earlier in this report.

2. *The Tenderers reputation and previous experience in undertaking similar work and successfully completed contracts of similar size and nature of the work specified in this Specification.*

CBA referees were Parramatta Council and Blacktown Council. Blacktown Council is of comparable size to Penrith.

Westpac's referees were Newcastle City Council, Hornsby Shire Council and Armidale Shire Council. The Newcastle City Council was found to be of comparable size to Penrith.

Macquarie's referees were Blue Mountains City Council, Maroodah City Council, East Gippsland Shire Council and City of Port Phillip Council. In this instance there were no referees of comparable size to Penrith.

3. *Qualifications and experience of core personnel relevant to this Tender.*

The banks seemed to be comparable within this criteria, however, Macquarie's experience would be limited to the reduced functions offered.

4. *Quality, accuracy and thoroughness of the material submitted, as an indication of concern for thoroughness and professionalism.*

The material submitted by Westpac was deemed to be of lesser quality as it contained several adding errors in their pricing tables (as mentioned earlier). Their pricing structures and general compilation of their submission was very difficult to comprehend.

Macquarie's document was submitted via email initially. Their document was of a high standard, however, they showed an inability to provide many of the essential banking requirements of Council.

CBA's document was the most professional in appearance and no errors were found within the document. They addressed Council's requirements ensuring that their additional products, etc, could be included in the tender submission. They showed extreme concerns about meeting all tender requirements.

5. *Compliance with tendering conditions.*

All tenderers met the tendering conditions, however, Westpac did not adequately complete the fee structure tables required by the tender, ie. by noting "refer to", etc,



without quoting specific fees making the submission difficult to compare to other submissions.

6. *Demonstrated adequate staff capacity and expertise.*

The size, standing in the community and tender responses of each of the banks strongly suggests that they meet this criteria. However, it must be noted that Macquarie's staff expertise is limited to the lesser functionality and services offered.

7. *Relevance of "other services" submitted for consideration.*

Each of the banks submitted various proposals for additional services, such as investment and lending alternatives. The more relevant options have been recorded and will be examined in further detail.

8. *Locality/Branch Network.*

Westpac referred to their Appendices for branch locality/network, however, this could not be located within the Appendices or within the main body of the tender submission.

CBA listed 27 locations in total in the Penrith area, including 5 branch locations, 5 EzyBanking locations and 17 Agency locations.

Macquarie listed their only branch network as "via Australia Post Agency".

9. *Demonstrated ability to provide services nominated.*

Westpac demonstrated an inability to provide Council's requirement of over-the-counter bank transactions for Council customers.

Macquarie demonstrated an inability to provide many of the essential requirements of Council, the main one being the provision for Council to produce cheques for creditor payments. The numerous other inability are listed earlier in this report.

CBA demonstrated the ability to provide the nominated services.

10. *Effectiveness of current services in relation to computer technology/electronic systems.*

Each of the banks offered software products to enable Council to transfer funds, etc, however, Westpac noted a third-party provider for their software which could increase change-over costs, etc, should they be chosen as the successful tenderer.

11. *Fees/Price (including changeover costs).*

Westpac offered two annual "Bulk Fee Options" in their submission. These were \$89,059.20 \$94,669.20 per year paid quarterly.

CBA did not offer an annual fee option, rather based their tender on a transactional basis.

In order to compare their prices, a matrix was devised (Table 1) showing all comparable costs. It must be noted that, due to the formatting and duplication of information in some circumstances, the costs were difficult to establish (as previously mentioned).

On inspection, the CBA submission seems the most acceptable tender, having the lesser costs in all areas apart from the "Other Services". Also, the existence of start-up costs for Westpac would prove costly to Council, should they decide to change from their current banker, CBA.

### **Conclusion**

Based on the analysis of the assessment criteria, the preferred provider of General Banking Services for Penrith City Council for the four (4) year term from 1 July 2001 is the Commonwealth Bank of Australia.

### **Areas Requiring Further Consideration**

The tender process provided Council with many new options to enhance our daily banking functions, which are above and beyond the scope of the tender specifications.

The following concepts were included as additional options from CBA's submission. Although not forming part of the actual tender submission, these options may be of benefit to Council and as such we should reserve the opportunity to review and accept such options following further investigation. The additional options are as follows:

- Outsourcing of cheque production
- SmartPay IVR service which is an advanced electronic payment solution that will allow Council to accept payments via touch phone, web, kiosk, Call Centre interface.
- Internet payment service which allows Council's clients to pay through Council's website.
- Direct Debit functionality options
- QuickCash Envelope Banking Facility & Quick Deposit Box
- Credit/Debit cards
- Corporate/Purchase Cards
- Additional Electronic Facilities – ecommcorporate
- Channel Migration Consultancy, which manages the receipting style of Council so as to reduce the costs associated with accepting bill payments.

### **RECOMMENDATION**

That:

1. Council engage the services of the Commonwealth Bank to provide banking services for the period 1 July 2001 to 30 June 2005, in accordance with the Bank's tender document dated May 2001;
2. Council reserve the right to investigate additional service options (ie. those which fell outside the scope of the original tender) and, if agreed, engage those selected services at the "tender" quoted price; and
3. Unsuccessful tenderers be advised in writing of Council's decision.



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**COUNCIL'S OPERATING ENVIRONMENT**

13      2000/2001 Loan Program (Addendum To Item 10) 6032/19

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## Council's Operating Environment

13 2000/2001 Loan Program (Addendum to item 10)

6032/19

Compiled by: Peter Lennon, Expenditure Accountant

Authorised by: Brian Jenkins, Chief Financial Officer

**Management Plan 4 Year Outcome (Page 114):** *Maintain a sound financial position and liquidity.*

**00/01 Critical Action:** *Implement a contemporary debt reduction program.*

### Introduction

This report provides additional information to the report within tonight's business paper item number 10.

### General

At the close of business 13 June 2001, the last day for the receipt of expressions of interest in lending to Council, three institutions had submitted proposals.

Proposals have been received from the following (in alphabetical order):

- ~ Commonwealth Bank
- ~ National Australia Bank
- ~ Westpac Banking Corporation

The Commonwealth has submitted loan proposals on the basis of fixed and a variable interest offset loan. The remaining banks submitting fixed term interest rates only.

Most of the interest rates offered for this borrowing are on a 'same day' acceptance basis, i.e. subject to change at varying times, on the day of firm offer. This situation has been brought about through competitive pricing in volatile financial markets. Where once rates offered to councils were based on the Local Government Authority loan rates published in the Australian Financial Review, loan rates offered are now market based and are subject to change throughout the day.

Since 1995/96 the approval of Council borrowings has been delegated to Council's General Manager and/or Responsible Accounting Officer (the Chief Financial Officer) due to the volatile nature of the interest rates offered. It is expected that in the current economic circumstances of fluctuating economic views on inflation and growth forecasts combined with exposure to volatile domestic and overseas financial markets, this will need to be the case for the 2000/01 program.

## INDICATIVE RATES

### 2000/2001 Loan Program (Funds Drawn 28 June 2001) as at 13 June 2001

TERMS:	Commonwealth	National	Westpac
LIFE OF RATE:	30 minutes	To 19/6	4.00pm on 19/6
<b>Fixed Rate Offers</b>			
4 years Fixed/20 years Amortised Semi Annual P & I	6.21	6.29	6.40
7 years Fixed/20 years Amortised Semi Annual P & I	6.45	6.521	6.63
10 years Fixed/20 years Amortised Semi Annual P & I	6.58	6.623	6.76
15 years Fixed/20 years Amortised Semi Annual P & I	6.71	6.757	6.89
20 years Fixed & Amortised Semi Annual P & I	6.73	6.978	7.35
<b>Loan Offset Arrangement</b>			
20 Years Amortised			
At BBSW 180 Day Rests (Based on 12 June)	5.040		
Bank Margin	0.150		
Loan Rate (Approx)	5.190		
Investment Rate (Approx)	5.040		

### Content

Council's 2000/2001 budget and long term debt service forecasts for this borrowing is 7.0%p.a. Rates offered on 13 June ranged from a low of 6.21% p.a. to a high of 7.35% p.a. for fixed interest terms from 7 to 20 years and repayments pitched over a term of 20 years.

In the event of final interest rates for the program exceeding the budgeted rate of 7.0%, the additional cost can be expected to be offset by a corresponding increase in investment revenues.

This matching of interest revenues and interest expenses where practicable is consistent with Council's adopted funds management processes.

### Current Loan Portfolio

Council's loan portfolio as at the date of this report, 18 June 2001 is \$54.349m net of sinking fund (reserves held for future debt redemption).

The portfolio comprises \$23.399m fixed to maturity, \$18.322m fixed to renewal and \$11.628m on a variable 180-day interest rate. The maturity profile (that is balance outstanding at renegotiation date) of the fixed to renewal loans follows:

Due Date of Renewal	Term to Maturity	\$m
30/06/2003	2 years	3.408
01/05/2006	5 years	5.890
20/06/2007	6 years	2.301
30/06/2009	8 years	2.724
24/06/2013	12 years	3.999
	<b>TOTAL</b>	<b>18.322</b>

### Variable Rate Offset Loans

Variable Rate loans that have an investment offset with the lender can reduce Council's exposure to the interest rate margins applied by banks between lending and investment transactions.

Council's financial structure with regard to investing and borrowing can differ significantly from commercial enterprises. Local Government Council's typically have both a large investment and large loan portfolio. The banks have developed loan offset accounts around these circumstances. An amount equal to the proceeds of loans must be reinvested with the bank.

This has proven an effective method in lowering the cost of funds in the past to Council. This offset concept also optimises interest rate risk management as both revenues and expenses move in direct correlation. It should be noted, however, that interest rate risk management through an interest offset arrangement can only be fully achieved where general revenue funds are available for investment. Council already has \$11.628m invested in offset loans, and has little capacity to extend this.

### Conclusion

Based on the information received to date, budgeted interest expense and an analysis of Council's existing portfolio, fixed interest rate borrowings is currently favoured. The final mix will be best determined once firm interest rates are received prior to 9.30am on 26 June 2001.

To expedite these borrowings of \$3.4m, Council's delegation is sought for the General Manager and/or the Responsible Accounting Officer to negotiate the final terms and conditions offered to Council. Subsequent to the decision being taken, Council will be advised of the outcome of these negotiations at the Ordinary Meeting of 16 July 2001.



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**COUNCIL'S OPERATING ENVIRONMENT**

14 Management Plan 2000/2001

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## 14 Council's Operating Environment

### Management Plan 2001-2002

36/33

**Compiled by:** Helen Lowndes, Corporate Development Manager, Peter Browne, Senior Corporate Accountant and Ross Kingsley, Strategic Planning & Research Co-ordinator

**Authorised by:** Alan Travers, General Manager

**Management Plan 4 Year Outcome (Page 108):** *Effective corporate governance has been maintained.*

**00/01 Critical Action:** *Prepare, implement and review strategic and management plans and processes.*

### Purpose

Exhibition of the draft Management Plan 2001-2002 closed on Thursday 7 June 2001. The purpose of this report is to:

- Identify matters arising during the exhibition of the draft plan
- Recommend certain responses and actions be endorsed and where required, incorporated into Council's Management Plan 2001-2002
- Make recommendations with regard to the adoption of the Management Plan.

### The Plan

This Management Plan is Council's second instalment of its four year Strategic Plan 'Penrith City 2000+'. The master programs, issues, longer term goals and four year outcomes contained in the plan form Council's principal activities up to the year 2004. Listed tasks provide details of actions and targets in the 2001-2002 period.

The Management Plan comprises three documents. These are:

Part A ~ a **Summary** of the Management Plan

Part B ~ the **Operational Plan** providing a complete list of the two-year tasks for the period 2000-2002 (including those two-year tasks now completed and additional tasks added for the year 2001-2002) and a detailed operating and capital budget for 2001-2002.

Part C ~ the **Revenue Policy** which includes a listing of Council's fees and charges for 2001-2002, information about rates, charges, borrowing and the basis for pricing.

### Focus of the Plan

A number of key focus areas were identified by Council in the preparation of the Plan. They include Maintaining Existing Services; City Planning; Asset Management; Older Established Areas; Advocacy and Building Partnerships; Organisational Reviews; Customer Service; Continuous Improvement; Organisational Capacity and Workforce Development.



## **Public Consultation**

An extensive process of public consultation was undertaken for the Draft Management Plan. This included :

### **1. Public Notification of the Draft Management Plan**

This included :

- Advertisements in all local newspapers
- Advice in Council's Quarterly Community Report (March) distributed to all households
- A notice on Council's Website

Copies of the exhibition documents were forwarded to Nepean Migrant Access Centre, Penrith and St Marys Chambers of Commerce, Penrith City Centre Association, St Marys Town Centre Management Group, as well as representatives of the Economic Development and Employment Committee.

All invitees to the three consultative forums received the Part A Summary.

### **2. Public Exhibition**

Exhibition documents were publicly exhibited at Penrith Civic Centre, St Marys Queen Street Centre (business office and library), Central Library, Branch Libraries (South Penrith, St Clair and Emu Plains), and 19 Post Offices in the Penrith Local Government Area including rural post offices at Londonderry, Llandilo, Mulgoa, Wallacia, Bringelly and Luddenham. In addition copies of the exhibition documents were forwarded to Council's childcare centres, community centres, recreation and youth centres for display. Copies of the document could be obtained by the public from both the Penrith Civic Centre and the Queen Street Centre.

### **3. Public Meeting**

Council through advertisements in local papers, Council's website and within the Draft Management Plan document itself invited residents, ratepayers and interested parties to a public meeting held at the Civic Centre at 7.30pm on Thursday 17 May 2001, which was attended by 12 members of the public.

### **4. Targeted Group Consultations**

In addition to the public meeting representatives from local environment, business and social/cultural organisations were invited to meetings held in the Civic Centre as follows:

- The Environment Group Consultation (59 invitees) held at 7.00pm on Tuesday 22 May 2001 was attended by 11 community representatives
- The Economic Group Consultation (25 invitees) held at 7.00am on Tuesday 29 May 2001 and was attended by 8 business representatives
- The Social/Cultural Group Consultation (175 invitees) held at 7.00pm on Thursday 31 May 2001 was attended by 25 community representatives

In addition to these formal consultations, the Penrith Valley Sports Foundation general meeting on Thursday 24 May 2001 (attended by 19 sports representatives) received a presentation on the 'active' recreation component of the Draft Parks Improvements Program.

### **Results of Consultation**

The following responses were received - 26 written, 32 verbal, 2 e-mail, 2 internet and 3 telephone submissions. One petition signed by 13 residents was also received. A summary of the matters raised in all these submissions to the Draft Management Plan has been provided in Attachment A to this report. Any submissions received after the closing date will be reported to Council in a supplementary report at tonight's meeting.

All participants and meeting attendees were sent thank you/acknowledgement letters or an initial response to issues raised where possible.

Operational questions on Council's existing policies and services, requests for specific actions or requests for further information have already been responded to where possible. Other key matters or issues requiring Council's consideration are included in this report.

### **Budgetary Matters**

The exhibited Draft Management Plan contained financial estimates based on information available at the time. During the public exhibition period additional information has been received that impacts on the estimates in the draft budget. Some of this information requires further investigation and quantification. The net effect of these changes is for an increase in total costs. It is recommended that where possible Council utilise its reserves and (apart from the items recommended elsewhere in this report) maintain the same program detailed in the exhibited Management Plan.

Elsewhere in tonight's business paper is a report on the recent tender for general insurance (mostly property) cover. The revised cost is well above that anticipated in the draft budget and the report recommends that this cost be funded from the insurance reserve.

Latest indications are that other insurances will also increase by significant amounts however the full extent of these increases is not yet determined. A report on insurances will be provided to Council when more information is available. This is expected in the first quarter of 2001/02.

While Council does have an insurance reserve, at this point it seems almost certain that a substantial amount will need to be found from other sources. The shortfall on Workers Compensation Insurance may be several hundred thousand dollars with additional increases over budget on Professional Indemnity and Public Liability Insurance now also anticipated.

On the positive side early information from the Department of Local Government indicates that the Financial Assistance Grant will be greater than budgeted. The latest estimate is that additional income of \$290,000 may be received for the general component of the FAG grant. At this stage, it is considered that the best course of action would be to hold back on any decision on utilising these funds until the insurance costs are known.

It is recommended that at this point in time the Management Plan not include these changes and that a further report be presented with potential adjustments that may be required as these issues are firmed up.

### **Matters arising from the Public Exhibition**

Key matters arising from the public exhibition process have been identified as either :

- Master Program Matters or
- Fees, Charges and Budgetary Matters

## **Master Program Matters**

### **The City in its Region**

#### **Funding of Australia Day celebrations**

***Matter :***

The Australia Day Council of NSW seeks Council's consideration to increasing its financial contribution to the Australia Day celebrations from \$25,000 to \$50,000 for each of the next three years, to make Penrith the most significant regional Australia Day event location.

***Response by the Facilities Operations Manager :***

Council has provided an allocation of \$25,000 in the Draft Management Plan for Australia Day in 2002. In addition to this, Council also provides considerable in kind assistance each year to the organisation and management of the event by providing staff to assist the organising committee. This is estimated at \$15,000. Council's financial contribution has been supplemented through other sponsorship, in particular from Integral Energy, Penrith Lakes Development Corporation and Panthers. Over \$140,000 in funding was raised for last year's event.

In order to continue to grow the event to achieve the objective of becoming the most significant regional Australia Day event, an increased funding target is appropriate. In addition to the request from Council, approaches are also being made to other potential local sponsors. As no additional funds are available at this time, it is recommended that Council advises the Australia Day Council that it is not possible to increase its contribution for 2001-2002 but will further consider this request in the preparation of Council's subsequent Management Plan.

***Recommended Actions :***

1. Increased funding for Australia Day be considered in the formulation of the 2002-2003 Management Plan.
  2. Advice on this matter be forwarded to the Australia Day Council of NSW.
-

### **Penrith Valley Marketing Centre**

***Matter :***

A resident of St Marys suggested that a tourist centre should be established on Mulgoa Rd within the next 12 months.

***Response by the Economic Development and City Marketing Manager :***

Council undertook a tourism review in 1998-1999 in which it was resolved to develop a Penrith Valley Marketing Centre on the Carpenter site facing Mulgoa Road. In 2000-2001 Council allocated \$100,000 to advance this project. Of this, \$20,000 has been used to contribute to the planning study of the Carpenter Site. The balance of \$80,000 is to be directed to completing the design, developing a full costing and obtaining necessary consents during the current year and in 2001-2002. This will position us to be able to apply for Federal Assistance in October 2001 should there be a funding strategy approved to complete the project.

At this stage there is no approved funding strategy beyond the \$100,000 allocated in the current year. Options might include loan funds. There is a possibility of obtaining federal assistance from the Federal Regional Tourism Development Program up to a value of \$100,000 although previous submissions for this project have been unsuccessful. Other federal funding sources, such as the World Heritage Fund, will be investigated.

***Recommended Actions :***

Advice on this matter be forwarded to the St Marys resident.

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### **Preservation of Castlereagh State Forest instead of ADI site Heritage area**

***Matter :***

The Development Committee of the Penrith Chamber of Commerce suggested that 600ha of Cumberland Plain Woodland in the Castlereagh State Forest was a more worthwhile area for preservation than the 178ha area of the ADI site on the Register of the National Estate for which Council is seeking protection from development.

***Response by the Environmental Planning Manager :***

The Australian Heritage Commission (AHC) identified some 830 hectares of Cumberland Plain Woodland (CPW) on the ADI site for conservation, not only in recognition of the value of the existing bushland, but also its excellent regenerative potential. Studies by experts such as Doherty and Perkins, have confirmed the significance of the AHC listed areas.

The Castlereagh State Forest has protection from development under its 'open space' zone.

***Recommended Actions :***

Advice on this matter be forwarded to the Penrith Chamber of Commerce.

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## **The City in its Environment**

### **Consultations with Deerubbin Local Aboriginal Land Council**

***Matter :***

A representative of the Deerubbin LALC raised concerns over Council's consultations with the Land Council in the planning process as a major landowner.

***Response by the Director City Planning :***

The Director ~ City Planning and Council's Aboriginal Liaison Officer have now met with representatives of Deerubbin Local Aboriginal Land Council to discuss the concerns which they raised at the Workshop. Essentially, those concerns distil into 2 issues:

- The need for the Land Council to secure some economic utility within their land holdings, and
- Their statutory role in advising on Aboriginal archaeology

Further meetings have been scheduled with the Land Council in relation to their land holdings in the context of Council's Rural Lands Study.

Briefing sessions have also been arranged on the proposed Urban Development Program.

It has also been agreed with the Land Council that regular meetings be held to discuss matters of common interest. These meetings will occur 2-3 times per year.

***Recommended Actions :***

Advice on this matter be forwarded to the Deerubbin Local Aboriginal Land Council.

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### **Level of urban growth**

***Matter :***

Representatives of the NSW Environment Protection Authority, Friends of Ropes Creek and the ADI Residents Action Group raised concerns over the level of urban growth and the number of new release areas anticipated for the City in the next 25 years.

***Response by the Environmental Planning Manager :***

Council's Residential Strategy is largely a response to the State Government Metropolitan planning initiatives expressed in 'Shaping Western Sydney' where the need to accommodate growing metropolitan housing demands is identified, particularly in further greenfield developments on the fringe. Initiatives such as the ADI site, St Marys have been directly driven by the State Government with the formulation of a Regional Environmental Plan.

The urban development initiatives in the Draft Management Plan derive from Council's Residential Strategy which it adopted three years ago, following extensive consultation with the Department of Urban Affairs and Planning and other government agencies.

Concurrently, Council has been seeking confirmation from DUAP to its 'Limits to Growth' Strategy, which defines the boundaries of Council's existing and planned future urban areas. The current Rural Lands Study and Strategy process will assist in delineating the appropriate and finite boundaries for future urban growth, together with Council's Residential Strategy, and will provide an effective means of pursuing this matter. Council will continue to pursue a firm commitment from DUAP commitment to our comprehensive and sustainable approach to the management of growth in our City.

In response to the concerns raised by the representative of the Environment Protection Authority (EPA), Council would welcome clear support for its 'Limits to Growth' Strategy. There are many forums, such as the annual Urban Development Program Review, in which the EPA could influence the extent of urban growth in Western Sydney. Its concerns over potential environmental impacts are certainly shared. If the EPA remain concerned over the extent and implications of new urban development proposed in Penrith and elsewhere in the Western Sydney region, then those concerns should be taken up directly, and immediately, with the Department of Urban Affairs and Planning.

In response to concerns raised by the Friends of Ropes Creek and the ADI Residents Action Group regarding one specific urban area, it is significant to note that in some cases Council does not control or manage the planning process. In the case of ADI, the plans for the site have been initiated and endorsed by the State Government. The development plans and associated implications for bushland on the site are therefore the province of the State Government and the joint venture proponents, not Council.

Council will, however, continue to work with governments and developers to ensure that all release areas achieve more sustainable urban outcomes, and that the key focus areas of water quality, bushland conservation and management and environmental impacts are thoroughly examined and best practice initiatives implemented to respond to them.

***Recommended Actions :***

Advice on this matter be forwarded to the NSW Environment Protection Authority, Friends of Ropes Creek and the ADI Residents Action Group.

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**Information on Stormwater plans and systems**

***Matter :***

Representatives of the NSW Environment Protection Authority and Emu Landcare requested additional information on the status of the City's Stormwater Management Plans and Stormwater Systems.

***Response by the Design and Technical Advice Manager :***

The audit of the Stormwater Management Plans (required in Task 7.13 of the Draft Management Plan) refers to the review of the four Plans that cover Council's area to compile the priorities scheduled for the whole of the City. This will be used for any future implementation programs. The Stormwater Management Plans relate to water quality issues only. Concurrently with this task, there are a number of tasks (Tasks 15.2, 24.1, 24.9 and 28.1) which relates to a review of the stormwater system. This deals with analysis and modeling of the drainage systems to address water quantity issues, and will result in a prioritised list for upgrades across the City.

Ideally, both schedules should be combined to allow for efficient and effective expenditure and treatment of stormwater issues. Both are very substantial tasks.

Council has previously provided input to the Blue Mountains Stormwater Plans that are being prepared by Blue Mountains Council, as these impact on the Penrith LGA. These Draft Plans have been on public exhibition and it is understood that the EPA has requested some modifications to them. The remaining three Plans in Council's area have been approved.

***Recommended Actions :***

Advice on this matter be forwarded to the NSW Environment Protection Authority and Emu Landcare.

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**Protection of remnant bushland**

***Matter :***

Mulgoa Valley Landcare recommended urgent community education in Rural Areas on bushland conservation, the implications for illegal clearing on native vegetation and that rate relief could be used as an incentive to private landholders to conserve bushland.

***Response by the Building Approvals and Environmental Protection Manager :***

Council is alert to the loss of native vegetation which is occurring on rural properties. The Rural Lands Strategy will confront this issue, identifying the City's flora and fauna corridors and increasing the prominence of ecological sustainability in the statutory land use framework. In the interim, improved assessment criteria are to be introduced to guide decisions on applications to remove trees.

Council's Strategic Plan includes a four-year critical action to prepare and implement a biodiversity conservation strategy. This strategy when finalised will incorporate an educational component for rural landholders.

The Draft Management Plan also incorporates a task (Task 7.11) to develop and implement control systems for vegetation removal proposals throughout the City. This program when finalised this year will put more rigour into this assessment process and will better protect the remnant vegetation.

The current Local Government Rates legislation does not provide an option for providing rate relief as an incentive to bushland conservation on private property. The Act does provide that properties with a pre-existing conservation agreement (within the meaning of the National Parks and Wildlife Act 1974) can be exempted from rates. Council has not received any claims for exemption on this basis.

While rating options are currently not available and may be difficult to legislate, Council is considering a range of options and issues in the Rural Lands Study to conserve bushland on private property. These issues will be more fully examined and considered in that Study. Recognising that there is a broader community benefit from the retention of vegetation on private properties, these will need to consider and canvass compensation to owners of such properties. Task 6.1 ("Finalise the Rural Lands Strategy and prepare a new Rural Lands LEP and DCP") is appropriate for this issue.

***Recommended Actions :***

Advice on this matter be forwarded to Mulgoa Valley Landcare.

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## **Resources for Bushland Management and Bushcare**

### ***Matter :***

Representatives of Mulgoa Valley Landcare, Emu Landcare and Friends of Ropes Creek suggested more funding and staff resources are required for the management and care of bushland. Establishing a position of Bushland Management Officer was proposed.

### ***Response by the Parks Construction and Maintenance Manager :***

The need for additional resources to be allocated to bushland management and bushcare has been addressed by Council in the past two years by:

- funding weekend bushcare assistance by Council staff
- purchasing of bushcare equipment and tools, including a trailer
- the employment of a fulltime Bushcare Officer
- the skilling of Council's Parks staff in bushcare management
- implementing various bushcare programs including training of volunteers, encouraging increased participation by volunteers and promoting community awareness
- establishing a more effective Bushcare Network in the City and participating in strengthening the regional bushcare network

In the Draft Management Plan 2001-2002, funding for bushcare awareness and operational support for bushcare groups has been increased from \$20,000 to \$30,000. Council will continue to explore the feasibility of securing additional resources for bushcare in the coming year and in subsequent Management Plans.

### ***Recommended Actions :***

1. Increased funding of bushcare support be considered in the preparation of the 2002-2003 Management Plan.
  2. Advice on this matter be forwarded to Mulgoa Valley Landcare, Emu Landcare and Friends of Ropes Creek.
- 

## **Funding of Bushcare/Landcare Groups**

### ***Matter :***

A representative of Emu Landcare suggested that Council provide a \$10,000 donation to each established local bushcare/landcare group (\$50,000 in 2001-2002 Management Plan) and that Council should establish a policy to match grant funding for bushcare/landcare groups.

### ***Response by the Parks Construction and Maintenance Manager :***

Rather than providing direct funding to bushcare/landcare groups, Council provides substantial in kind assistance to bushcare projects through groundworks. Numerous projects have been supported by works such as tree plantings, preparation of sites etc. It is considered that this form of assistance is both a more appropriate and a more effective contribution to advancing bushcare projects.

In a small number of cases in the past, ad hoc funding arrangements have been made in order to assist local groups to secure grants. No source of funding for this purpose has been established in the budget.



As noted in the matter above, a range of other initiatives to support community bushcare has also been undertaken by Council, and the level of this indirect assistance is increased in the Draft Management Plan.

***Recommended Actions :***

1. That a further report to Council on issues regarding the funding of bushcare and assistance to groups in securing grant funding be provided.
  2. Advice on this matter be forwarded to Emu Landcare and the Penrith Bushcare Network.
- 

**Knapsack Creek revegetation**

***Matter :***

Emu Landcare requested \$5,000 funding for stage 2 of the revegetation of Knapsack Creek in Hollier Reserve.

***Response by the Parks Construction and Maintenance Manager :***

Council has been requested to supplement grant funding received by Emu Landcare for this revegetation work. However, in line with Council's policy to assist bushcare projects by in kind works rather than direct funding, a commitment has been made to contribute substantially to the Knapsack Creek project by works including preparation of planting sites, herbicide spraying and supply of mulch.

***Recommended Actions :***

Advice on this matter be forwarded to Emu Landcare.

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**Funding of Parks Construction and Maintenance Department**

***Matter :***

An Emu Plains resident and a representative of Emu Landcare suggested that funding be increased to the Parks Department for its responsibilities to protect the natural environment.

***Response by the Parks Construction and Maintenance Manager :***

Responsibilities for protecting the natural environment are spread across a diverse range of programs within the Draft Management Plan. These include for example the development of stormwater and catchment management plans, landuse planning objectives, bushcare/landcare assistance, development of a biodiversity strategy and the Sustainable Penrith strategy.

In regards to Parks Construction and Maintenance, the Draft Plan contains an increased allocation of \$100,000 to recurrent expenditure on operational responsibilities. This is mainly directed to the purchase of materials and equipment and the provision of contracted services. There is also a new allocation which will allow litter clearance to be carried out on weekends at our major parks and recreation areas. Funding for support of bushcare has been increased by \$10,000.

It is nevertheless acknowledged that a greater level of funding will be required to address the community's growing expectations for management of the City's natural environment. Over the coming year, Council will be commencing a program of specifying its services. This will involve documenting current service levels and assessing customer/community needs, and will ultimately lead to the identification of priorities and resource requirements. This work will provide a basis from which more accurate resource allocations can be determined.

***Recommended Actions :***

Advice on this matter be forwarded to the Emu Plains resident and Emu Landcare.

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**Sustainable Agricultural Development**

***Matter :***

A representative of NSW Agriculture suggested the need for an additional Critical Action in the Rural Environment issue of Council's Strategic Plan to support an outcome of encouraging sustainable agricultural development.

***Response by the Environmental Planning Manager :***

Council's Rural Lands Study has as a key focus area 'the development of the means by which sustainable agricultural development opportunities can be maintained and enhanced'. That recognises the significant value and role of agriculture in the rural fringe of the metropolitan area, and the contribution it makes in both social terms and to the City's economy. The draft Rural Lands Strategy which is currently being finalised recognises this role and provides a series of recommended approaches to maintaining viable agricultural land throughout the City.

It is proposed at this stage that the adopted Rural Lands Strategy will be the key means of supporting the proposed objective.

***Recommended Actions :***

Advice on this matter be forwarded to NSW Agriculture.

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**Need for General Waste Tip**

***Matter :***

The Penrith Chamber of Commerce requested that the proposed Western Sydney Waste Board recycling centre in Werrington include a general waste tip, as the lack of a general tip in Penrith leads to refuse dumping.

***Response by the Safety, Waste and Emergency Manager :***

It is acknowledged that Penrith lacks a public waste disposal depot operated by Council. However, there are waste disposal depots operating within the Penrith LGA that are operated privately. These sites are open to the public and are situated at:

1. Mamre Road – Erskine Park (Enviroguard P/L operator)
2. Mulgoa Road – Mulgoa (Penrith Waste Services P/L operator)

Putrescible wastes can only be disposed of at the Eastern Creek Waste Disposal Depot, Wallgrove Road, operated by the Waste Services Commercial Waste Contractors access all these facilities however, putrescible waste is excluded at all sites except Eastern Creek.

The 'Four Winds' site referred to at Werrington is unsuitable for a general waste depot and is not of sufficient size. This consideration has not entered into planning for the site.

***Recommended Actions :***

Advice on this matter be forwarded to the Penrith Chamber of Commerce.

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**Funding of Volume 2 of the History of Penrith**

***Matter :***

The Nepean District Historical Society requested that Council fund writing and publication of the second volume of the History of Penrith (estimated at \$60,000).

***Response by the Director ~ City Services***

Following the publication of Dharug and Dungaree: the History of Penrith and St Marys to 1860 (Volume 1) in 1988, it had always been proposed that a second volume be published to continue the area's history from 1860. Council received a report on this matter in November 2000, which detailed the costs and requirements involved in producing a second volume. The total cost estimate was \$150,000 to be expended over a period of at least four years, involving research, commissioning of an author, writing, publication and marketing. Various models which could be used to manage the project were outlined.

Subsequent examination of likely project costs increased the estimate to \$180,000. A bid for \$45,000pa for four years was submitted in the Project Evaluation process for the 2001-2002 Management Plan. This project was not approved for funding.

It is proposed that a further project nomination for the 2002-2003 Management Plan be prepared. Alternative funding sources such as grants and sponsorship may need to be identified for this project.

It should be noted that Council has in the past few years undertaken a range of other initiatives to support and promote local history research and publication. Among these have been: Council's successful completion and launch this year of an oral history project that captured a wealth of information about the life experience of many people who worked at the St Marys Munitions Factory; under the Library Service Review, extension of the opening hours and upgraded facilities for the Local Studies/Research Room at the Central Library; and continuation of the creation by the Library of a major image database of local historical photographs.

***Recommended Actions :***

1. That a bid for funding of The History of Penrith Volume 2 be submitted for consideration in the Project Evaluation process for the 2002-2003 Management Plan.
  2. Advice on this matter be forwarded to the Nepean District Historical Society.
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## **Heritage signage and Mulgoa Heritage Trail**

### ***Matter :***

The Nepean District Historical Society suggested that, as a means of enhancing tourism, Council provide appropriate signage on heritage sites and buildings and a Heritage Signage Trail in Mulgoa Valley.

### ***Response by the Local Economic Development Program Manager :***

Council's efforts have been directed towards establishment of heritage drives as part of its efforts to enhance tourism infrastructure. Funding has been obtained by Council under the Centenary of Federation Community Projects Program to establish a "Heritage Drive" in Penrith Valley.

Emu Plains has been identified as one of the precincts in the drive and discussions were held with representatives of Nepean District Historical Society on 18 May 2001 in this regard. Mulgoa Valley has also been identified as a precinct in the Heritage Drive and further discussions will be held with the Mulgoa Progress Association shortly to plan that part of the drive. Incorporation of historic cemeteries in the heritage drive is also being considered.

In respect of the broader issue of the provision of heritage signage, there are a range of issues which would need to be addressed in a City-wide policy, including privacy concerns which have previously raised by some residents. Funding of such signage (as distinct from establishing the heritage drive) has at this point not been established as a priority by Council.

### ***Recommended Actions :***

1. That further consultations be held with appropriate groups to plan the Heritage Drive.
  2. Advice on this matter be forwarded to the Nepean District Historical Society.
- 

## **Thornton Hall**

### ***Matter :***

The Nepean District Historical Society suggested that Council consider purchasing Thornton Hall, as a demonstration of its commitment to heritage.

### ***Response by the Environmental Planning Manager :***

The Department of Defence, as landowner, has agreed to conserve and restore Thornton Hall to facilitate its sale and appropriate re-use. This restoration will be based on a detailed Conservation Plan in accordance with the recommendations of a qualified heritage architect. A report on future re-use options for Thornton Hall was considered by Council in September 1999, which included its potential use as a Council-owned and maintained public museum. The report concluded that this use was not feasible, given the space constraints of the building, the degree of adaptation required and its relative isolation. More intensive commercial uses were considered unlikely to be financially viable, and more likely to have a negative impact on the amenity of the adjacent residential area.

The report indicated that a private residence or home office are the most appropriate uses for the building, and the most likely means of achieving its ongoing maintenance. Council resolved to change the land use zone applicable to the building and surrounds to permit use of Thornton Hall for a range of compatible uses including use as a dwelling, health care consulting rooms and home businesses. It also imposed controls locally to ensure heritage vistas to and from Thornton Hall were maintained.

Council has under its ownership a number of heritage buildings which have proved costly to manage and maintain. The options explored for Thornton Hall will ensure the retention of its heritage value without imposing a burden on Council and ratepayers.

***Recommended Actions :***

Advice on this matter be forwarded to the Nepean District Historical Society.

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**Major Environment days**

***Matter :***

A representative of Emu Landcare suggested that Council support World Environment Day, Planet Ark day and Weedbuster Week.

***Response by the Building Approvals and Environment Protection Manager :***

Council is taking initiatives to support major environment days, and it would be appropriate to recognise this by a specific task in the Management Plan.

On World Environment Day 2001 (June 5) Council organised a successful event titled "Penrith Environment Adventure" held at Werrington Lakes for a number of schools in the area. In regard to Planet Ark, a tree give away is to occur on Council's Open Day (28 July 2001). We are negotiating with a local school to have a planting day on Friday 27<sup>th</sup> July for Planet Ark School Planting Day.

***Recommended Actions :***

1. That a new Task "*Conduct a major event on World Environment Day and examine other opportunities for similar events during the year*" be added to the Management Plan.
  2. Advice on this matter be forwarded to Emu Landcare.
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**Green waste collection**

***Matter :***

Emu Landcare requested information on the arrangements for the trial of green waste collection.

***Response by the Safety, Waste and Emergency Manager :***

The 2000-2001 Management Plan made provision for a Trial On-Call Green Waste Collection. Council subsequently decided that this trial was not required, and the allocation has been incorporated into the 2001-2002 Domestic Waste management charge structure. Council conducted a trial bin green waste collection service for twelve months a few years ago and the information collected during this trial is still relevant. There have been a number of trials carried out by other Councils and this information is available for Council's use.

There is general consensus with all Councils in the Western Sydney Waste Boards area that the collection of green waste in bins does not provide anything new over the service that is already being provided, while entailing a substantial cost. When the new processing plant is operating at South Windsor in approximately 2002-2003, the green waste in the domestic waste bin will assist in the reprocessing of the organic component of the waste.

Council determined in February 2001 to pursue an on-call green waste collection service similar to the domestic on-call waste service. This will allow for the collection of a wider range of garden organics. Negotiations are being undertaken with Rethmann Australia to vary the Domestic Waste Services Contract to provide Garden Organics collections in addition to the current on-call clean-up collections, with the intention of commencing this service in the coming year.

***Recommended Actions :***

Advice on this matter be forwarded to Emu Landcare.

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**Use of herbicides in Drainage lines**

***Matter :***

Emu Landcare suggested an audit of the use of herbicides in drainage lines that may be causing erosion and sedimentation of Council's stormwater system.

***Response by the Parks Construction and Maintenance Manager :***

In most cases any necessary removal of vegetation around drainage lines is carried out manually. There are very few areas that require the removal of vegetation and herbiciding would only be used if an area was not accessible. Preservation of the vegetation is of prime importance to prevent erosion and subsequent sedimentation.

An audit of herbicide use is therefore not considered necessary.

***Recommended Actions :***

Advice on this matter be forwarded to Emu Landcare.

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**Noxious weeds**

***Matter :***

Emu Landcare suggested an audit of the older areas of the LGA to identify the level of noxious weeds (various species were suggested).

***Response by the Parks Construction and Maintenance Manager :***

The weeds listed are categorised between W2 and W4b under the Noxious Weeds Act 1993. These weeds can be found not only on public reserves but on privately owned residential, commercial and industrial land as well as government land.

Arrangements will be made to advise property owners of their obligations in the control of noxious weeds.

A City-wide audit of these weeds is not considered necessary.

***Recommended Actions :***

Advice on this matter be forwarded to Emu Landcare.

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## **Environmental Levy**

### ***Matter :***

Emu Landcare requested information on the progress of an Environmental Levy, and that a meeting be held with environment groups on this matter.

### ***Response by the Director City Planning :***

Investigations are presently occurring as to possible funding mechanisms for catchment management. At the moment, levies are only available for capital works and would not cover the initial studies to determine the scope of works (which is a significant task in itself). We hope to shortly be in a position to furnish Council with a recommended approach to funding catchment management initiatives, which would deal with a wide range of environmental issues.

It is proposed that a report be presented to Council in the near future on this matter. Appropriate community consultations would be considered as part of that report.

### ***Recommended Actions :***

1. That a further report be provided to Council on catchment management funding, including the requirements for community consultation.
  2. Advice on this matter be forwarded to Emu Landcare.
- 

## **Plans of Management for Wetlands**

### ***Matter :***

A representative of Emu Landcare requested information on naturally-occurring wetlands in the City and suggested that specific Plans of Management are required for wetlands. A Plan of Management for Leonay Wetland was specifically requested.

### ***Response by the Parks Construction and Maintenance Manager :***

The revised Plans of Management give special attention to the Natural Areas category. Wetlands are a sub-category of Natural Areas. The Plans of Management are still generic, however it is intended that specific plans will be developed for such areas as Werrington Lake and Surveyors Creek in the future.

Further information will need to be collected and provided regarding the exact number of naturally occurring wetlands in the LGA.

Plans of Management for significant wetlands such as Hickeys Lane would be prepared in accordance with the Statutory Guidelines. SEPP 14 has listed significant wetlands, but has not listed the Leonay Oval Wetland as of State significance. The Leonay Wetland has however been identified as an issue in the Blue Mountains City Council Stormwater Management Plan.

### ***Recommended Actions :***

Advice on this matter be forwarded to Emu Landcare.

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### **Penrith Bushcare Network**

***Matter :***

A representative of Emu Landcare suggested that Councillors and senior staff should attend the Penrith Bushcare Network meetings, and that it should report directly to Council.

***Response by the Parks Construction and Maintenance Manager :***

Penrith Bushcare Network is not a Council Committee, it is a network of community members who are involved in bushcare or landcare in the Penrith area. Councillors are already invited to the meetings and can attend if they so wish. Appropriate Council officers attend Network meetings.

The issues raised at Network meetings are documented in the minutes which are provided to all Councillors. Any specific issues raised within the network which require a response from Council have a letter drafted by a member of the group and sent to Council for attention and response.

***Recommended Actions :***

Advice on this matter be forwarded to Emu Landcare.

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### **Gipps St Tip**

***Matter :***

A St Marys resident raised concerns over the rehabilitation of the former Gipps St Tip at Claremont Meadows, particularly the emission of gases from the site and the urgent need for new sporting fields in the area.

***Response by the Building Approvals and Environment Protection Manager :***

The environmental assessment of the site found that levels of landfill gas emission are quite low and fully compliant with relevant standards. The rehabilitation will ensure that future emissions are appropriately controlled and minimised. As the levels are quite low there is no opportunity to make use of the gas for power generation.

Council is committed to the beneficial use of the site after its rehabilitation. The City-wide Recreation Needs Study in the Draft Management Plan will help to determine the best use of the site in the future.

***Recommended Actions :***

Advice on this matter be forwarded to the St Marys resident.

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### **Council's recycling and waste generation**

***Matter :***

An Emu Plains resident queried Council's use of the recycling centre at St Marys and whether runoff was occurring.

***Response by the BAEPM Safety Emergency and Waste Manager :***

Council has leased a portion of land at St Marys for the purpose of operating a recycling centre. Materials taken from Council's construction and maintenance operations such as concrete, asphalt/road base, soil/topsoil, clay and greenwaste were treated at the recycling centre producing crushed concrete, screen shoulder material, screen soil and mulch. These products are re-used on Council works.

The operation of the centre resulted in reducing tipping fees and costs of purchasing materials. The Centre was equipped with all necessary sedimentation and erosion controls and has been subject to a number of inspections where no issues arose regarding these controls.

Rail Estate has advised that the current lease is to be terminated. Alternate sites are being investigated for the continuing operation of a recycling centre.

***Recommended Actions :***

Advice on this matter be forwarded to the Emu Plains resident.

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### **Natural Heritage Trust funding for ADI site**

***Matter :***

A Werrington County resident requested Council to change its position on seeking NHT funding, as this would set a precedent of paying residential land value for land already belonging to the Commonwealth and may impact on other ex-Defence sites in the future.

***Response by the Environmental Planning Manager :***

In any urban release area where land must be acquired for drainage, parklands, or other community uses, the value of that land is set at a residential rate commensurate with other similar properties. This is not, in itself, a new precedent.

The separate issue, of having to acquire Commonwealth owned lands to ensure conservation outcomes, is one that Council pursued vigorously with both State and Federal governments. The seeking of funds to enable that acquisition was necessary in light of the Federal government's refusal to consider alternatives that did not deliver the financial return it sought.

Council requested, at the time of its original NHT application, that the State government defer rezoning until the application was determined, as it was concerned that the zoning may affect the acquisition costs. Unfortunately, the zoning process continued, leaving Council with no option, in seeking an optimum biodiversity outcome, but to amend its NHT application to reflect the changing land values.

The ADI site process has provided Council with an understanding of the Department of Defence approach to disposal of its surplus lands. Council is seeking to establish early dialogue with the Department to ensure that surplus lands, in future, are not only considered as development sites.

***Recommended Actions :***

Advice on this matter be forwarded to the Werrington County resident.

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**ADI Site Development Agreement**

***Matter :***

A Werrington County resident requested Council not to enter into the proposed Development Agreement, as the original Joint Venture Agreements are still secret and the other parties in the proposed Development Agreement could sell their interests, leaving Council at risk of bearing any future problems or obligations arising.

***Response by the Environmental Planning Manager :***

Council has raised a number of concerns in relation to the Development Agreement, to the Department of Urban Affairs and Planning (DUAP). Those concerns include the confidentiality surrounding the Joint Venture agreements, and also the potential for Council incurring liabilities as a result of the developer changing. Council will pursue resolution of these, and other issues, prior to entering into any agreement.

***Recommended Actions :***

1. Council continue to seek resolution of outstanding issues regarding the proposed Development Agreement for the ADI site before entering into any agreement.
  2. Advice on this matter be forwarded to the Werrington County resident.
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**Heritage listing of Natural Environments and Bushland**

***Matter :***

A Werrington County resident suggested that Council update vegetation registers and seek State heritage register listing of all natural environments and bushland in the City.

***Response by the Environmental Planning Manager :***

Conservation of natural environments and bushland can be achieved through different approaches. Council has successfully ensured conservation of bushland in the Mulgoa Valley through its inclusion in the Mulgoa Nature Reserve, and lobbied for the preservation of other bushland and natural areas through appropriate zoning mechanisms (such as the Regional Park in the ADI site).

With significant areas of bushland and vegetation communities in the City's rural lands, it is appropriate to seek its protection through the Rural Lands Strategy and subsequent LEP process. The Rural Lands Study and Strategy is also giving consideration to those significant bushland areas and corridors that have been identified in Council's Flora and Fauna Study.

***Recommended Actions :***

1. Protection of significant bushland and natural areas be pursued through the Rural Lands Strategy and by other appropriate mechanisms.
2. Advice on this matter be forwarded to the Werrington County resident.

### **Hawkesbury-Nepean Catchment Management Trust**

***Matter :***

A Werrington County resident requested Council to lobby for re-establishment of the Trust.

***Response by the Building Approvals and Environment Protection Manager :***

Council has resolved to advise the Minister for Agriculture and Minister for Land and Water Conservation of its extreme disappointment at the abolition of the HNCMT. It is unlikely that the State Government would elect to reinstate the HNCMT and, in any event, the alternatives proposed are not yet so well understood as to indicate that these are not acceptable. Council's efforts would be more rewarded by ensuring that the alternatives are at least as protective to the river as was the HNCMT.

***Recommended Actions :***

1. Council continue to seek to ensure that protection of the Hawkesbury-Nepean river and catchment is effectively carried out through the relevant authorities.
  2. Advice on this matter be forwarded to the Werrington County resident.
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### **North-South rail line**

***Matter :***

A Werrington County resident suggested that Council lobby for a North-South rail line (Clarendon – Werrington - Badgerys Creek - Macarthur) as an alternative to the Western Sydney Orbital.

***Response by the Design and Technical Advice Manager :***

The high capital and maintenance costs associated with new heavy rail lines would necessitate increased residential development along the railway line to provide sufficient patronage levels. Such increased residential development is contrary to Council's objectives for limits to growth, particularly for the South Creek Valley.

The regional transport study conducted for the Werrington corridor has not identified the need for rail linkages south of the Main Western Railway Line through that corridor.

***Recommended Actions :***

Advice on this matter be forwarded to the Werrington County resident.

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## **The City as a Social Place**

### **Play Equipment**

#### ***Matter :***

A petition was submitted with 13 signatures seeking the following changes to the Draft Management Plan:

- Increased funding of \$50,000 in 2001-2002 and subsequent years for the provision of new play equipment across the Penrith LGA
- Development of a strategic plan for the provision of new play equipment and upgrading of existing equipment on a needs basis.

#### ***Response by the Parks Construction and Maintenance Manager :***

Council considered a project nomination for an additional \$75,000 recurrent funding for new play equipment as part of its project evaluation for the Management Plan 2001-2002. The funding proposal was in addition to the \$25,000 funding provided annually for new play equipment in passive parks as part of the Parks Improvement Program.

As a result of its evaluation of all project nominations and recognition of the need for play equipment, Council included the project in a high priority unfunded project list. Following further assessment of competing priorities for funding in 2001-2002 Council resolved to provide an additional \$10,000 funding in next year's budget for new play equipment. Combined with an additional \$25,000 play equipment project (Parker Street near soccer) next year this will take the total funding proposed in 2001-2002 to \$60,000.

While this funding will only address some of the required needs for play equipment in the City it is proposed to commence preparation of a strategic program for play equipment next year. Such a strategy will address the provision of equipment on the basis of need and other agreed criteria as well as potentially the removal of old play equipment from parks where there is no longer a need for it. Most importantly the strategy will assist in the development of a priority program and identify funding requirements over a practical timeframe.

This work will be undertaken in conjunction with the preparation of a Recreation Strategy for the City proposed to commence in 2001/2002.

#### ***Recommended Actions :***

Advice on this matter be forwarded to the residents who submitted the petition.

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### **Homelessness and affordable housing**

#### ***Matter :***

Penrith Women's Health Centre suggested that Council adopt the recommendations soon to be released from the NSW Homeless Summit (held May 2001) as they relate to local government, in particular recommendations to do with SEPP10 and the new SEPP being developed for affordable housing.

***Response by the Environmental Planning Manager :***

Council has pursued a number of initiatives that explore, identify and promote affordable housing. In 1997 and 1998 Council was successful in obtaining funding under the Local Government Housing Initiatives Program to study affordable housing opportunities in the Penrith City Centre. An outcome of that study was to amend the planning policies for the City Centre to encourage more housing generally. These amendments are currently being undertaken.

At a State level, the Environmental Planning and Assessment Act was recently amended to define and provide for affordable housing in new developments, subject to a new State Environmental Planning Policy (SEPP) which is currently being drafted. Once adopted by the Government this SEPP will require that certain new housing development includes a component of affordable housing, or a contribution towards the provision of affordable housing in the locality.

The Penrith LGA has also been recently included in the list of LGAs covered by SEPP 10 (Retention of Low Cost Rental Accommodation). This policy targets the retention of boarding house stock and non-strata titled flats.]

***Recommended Actions :***

Advice on this matter be forwarded to Penrith Women's Health Centre.

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**Premises for Penrith Women's Health Centre**

***Matter :***

- (i) Concerns raised by Penrith Women's Health Centre that Council is not providing adequate financial commitment to the needs of women – one of the 7 target groups identified in Council's 'Summary of Proposed Access and Equity Activities' in the Management Plan.
- (ii) Request by Penrith Women's Health Centre for Council to waive the weekly rent on their premises to enable the Centre to utilise the savings for additional health services and to assist the Centre to find more appropriate premises.

***Response by the Community Development Manager and Property Development Manager:***

- (i) Council's role in meeting its social obligations to women is incorporated in social planning, community development, support for service providers and service provider networks as well as the provision of a diverse range of facilities and services such as child care, community centres, libraries, cultural centres, sport and recreation areas. This role is the same for all identified target groups and is expressed as a significant financial commitment through the services, tasks and projects Council funds in the Management Plan.
- (ii) Council has leased the subject premises to the Penrith Women's Health Centre for approximately 14 years. Current weekly rent is \$250 (\$13,000pa). Council pays for repairs, maintenance, rates and insurance for the premises which is funded from the rental payments. Because of the age of the building regular maintenance work is required and has included the replacement of roof and guttering in past years. Council has also provided assistance to the Centre by approving temporary additional accommodation required on the site to expand their services.

Individual service providers, such as the Penrith Women's Health Centre, are usually funded by the State Government. In this instance the Centre is funded by the NSW Health Department through Wentworth Area Health Service. It is the responsibility of the funding body to pay the administrative overheads of the service they are funding, including the cost of rent. This also applies to services in other target groups. For example, all of the funded services in the Community Connection (mostly for people with disabilities and frail aged people) pay rent.

While the important services that the Centre provides are acknowledged it is not Council's role to provide direct financial support to individual service providers. With regard to possible alternative locations for the Centre Council has no premises presently available and any future accommodation requirements would again need to be met by the State Government.

***Recommended Actions :***

Advice on this matter be forwarded to Penrith Women's Health Centre.

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**Aboriginal and culturally diverse groups**

***Matter :***

Penrith Women's Health Centre suggested that Council acknowledge Aboriginal and culturally diverse communities living in the Penrith area in the City Profile in the Management Plan, and that a proportion of funds be directed towards improving the health and wellbeing of these groups.

***Response by the Community Development Manager :***

The primary responsibility for the funding of services to improve the health and wellbeing of Aboriginal and culturally diverse communities lies with the Federal and State governments.

A number of direct services provided by Penrith Council are of social benefit to Aboriginal residents and residents from culturally and linguistically diverse background in the City. These direct services include child care, neighbourhood centres and halls, immunisation, libraries, as well as a range of active and passive recreation infrastructure.

Council provides accommodation for two local Aboriginal organisations and for Nepean Migrant Access, the major local organisation servicing people from culturally and linguistically diverse backgrounds in the City.

Council also provides a range of strategic, co-ordination and advocacy functions that support the enhancement and improvement of government and community-based social services for a number of target groups, including Aboriginal people and people from culturally and linguistically diverse backgrounds.

The recognition of these groups in the City Profile information would be appropriate.

***Recommended Actions :***

1. That suitable information on Aboriginal and culturally and linguistically diverse groups in the community be added to the City Profile in the Management Plan 2001-2002.
  2. Advice on this matter be forwarded to Penrith Women's Health Centre.
-

## **Kingswood Neighbourhood Centre**

### ***Matter :***

Two Kingswood residents each objected to the siting of Kingswood Neighbourhood Centre in Chapman Gardens and expressed dissatisfaction with the consultation process. One resident suggested the use of an alternative site understood to be offered by UWS, and queried the funding for the project in 2001-2002. The other resident objected to a staged development which will allow a hall to be added to the centre.

### ***Response by the Community Development Manager :***

Council has resolved (2 April 2001) to build a neighbourhood centre in Kingswood. It is to be approximately the size of Kingswood Park Community Centre (300 square metres ). The facility will not be built in stages and will not have a large hall attached to it. The total cost for the centre is estimated at up to \$735,000 (current costs). The final estimate will depend on the particular requirements/characteristics of the site – which has not yet been selected. The budget figure of \$549,000 represents the amount which is expected to be expended in 2001-2002.

In December 1998, Council officers, representatives of local community services and residents who responded to an open invitation (issued via a flyer distributed to 3,000 households) inspected a range of community centres in the Penrith Local Government Area. Facilities in the Kingswood area – the Bowling Club, church halls, schools and the university - were also visited.

The manager of the University's properties section indicated that UWS may have buildings on its Kingswood campus which could be used as the basis of a community centre. He suggested that Council may wish to enter into negotiations to modify/refurbish/renovate a building (at Council expense) to provide a short to medium term facility. The proposal was never put forward by the University formally and would have required that several serious issues be addressed, including:

- The suitability of available building/s
- The length of time that the building/s would be able to be used for the purpose of a neighbourhood centre
- The amount of money required to adapt the building/s.

Council has resolved to construct a purpose-built facility on land owned by itself. Suitable sites are being investigated.

Council has undertaken extensive consultation with the local community in order that a suitable site for a community centre can be identified. When Council identifies a suitable location, the formal development application process can commence. All consultation to date has been in addition to that legally required. The methodology adopted in the conduct of surveys has been endorsed by an outside organisation – Western Sydney Information and Research Inc.

Further consultation will take place during the ongoing site identification process and development application process. Council officers have identified all Council-owned land which could accommodate a neighbourhood centre of the size required.

Council has resolved (2 April 2001) that eight of these sites be examined more closely and a further report be submitted early in July. This report will be the result of further detailed examination of each site with respect to impact on the local area, physical site characteristics, potential building costs and service costs. The information to be presented in the report to Council will be in addition to that previously presented, not a repetition of information already reported.

***Recommended Actions :***

Advice on this matter be forwarded to the Kingswood residents.

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**Regional Gallery funding**

***Matter :***

A Leonay resident and an Emu Plains resident objected to the level of funding for the Regional Gallery Major Project, compared to other priorities for the City.

***Response by the Director City Services :***

Council has had in place a strategy to further develop the significant potential of the Penrith Regional Art Gallery. As part of this strategy an adjacent vacant property was purchased some years ago. Since that time the project has progressed to the stage where draft designs have been completed. These designs provide in the main for much needed workshop / class / instruction areas and storage capacity for the Gallery. The workshop / class / instruction areas are being provided to extend the reach of the Gallery and are expected to be utilised by the wider regional community.

The present project budget includes 'tied' funding of \$320,000 (plus accruing interest) received by Council from a bequest three years ago. The balance of funds (approximately \$200,000) will be provided by Council. The project has advanced to the stage where it is expected that tenders (to be finally approved by Council) would be called in the near future for these works.

***Recommended Actions :***

Advice on this matter be forwarded to the residents.

---

**Accommodation for Nepean Art Society**

***Matter :***

Nepean Art Society requested Council to consider whether the group could relocate to the Regional Gallery following the proposed extensions.

***Response by the Director City Services :***

The Regional Gallery extensions project, once completed, will provide extra workshop space as well as freeing up several existing areas at the facility. The intention at this time is for these areas to be more extensively utilised by a range of community groups across the region, thereby extending the reach of the Gallery. The suggestion of Nepean Art Society in some way utilising the Gallery following this extension project has merit. It would be necessary for discussions around this concept to take place with the Council appointed Management Structure (presently being reviewed) to explore what opportunities may exist for Nepean Art Society to utilise the Gallery facilities.

***Recommended Actions :***

1. That discussions take place with Nepean Art Society and the management of the Regional Gallery to explore the possible use of the Gallery following the extensions project.
2. Advice on this matter be forwarded to Nepean Art Society.



### **Penrith Whitewater Stadium funding**

***Matter :***

A Leonay resident and an Emu Plains resident objected to the proposed \$165,000 funding of the Whitewater Cafe/Admin Fitout project and to the priority given this facility over other needs of the City. One resident asked if State funding was available.

***Response by the Facilities Operations Manager :***

An amount of up to \$165,000 is being made available to the PWS on a loan basis, as part of the Major Projects model. Any level of funding drawn by PWS (yet to be determined) will be repaid over time by PWS to Council from the operational activities of the facility. These loan funds will be directed towards an upgrade of the existing cafe, new storage facilities and alterations to the administration area. The operation of the cafe will become the responsibility of the Board – previously the cafe was operated under contract.

The Olympics provided an ideal opportunity to showcase this sporting venue. The PWS continues to operate as a viable business and provides a magnificent facility for the City and a tourist attraction. There has not been the need for Council to contribute further operating funds since the initial project funding. There are no funds available from the State Government.

***Recommended Actions :***

Advice on this matter be forwarded to the residents who made these submissions.

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### **Sporting Fields**

***Matter :***

An Emu Plains resident suggested increased funding was required for the maintenance of Sporting Fields and the provision of steel bins to control waste and vandalism.

***Response by the Parks Construction and Maintenance Manager :***

The Draft Management Plan 2001-2002 includes a new funding allocation which will allow litter clearances to be carried out on weekends at our major parks and recreation areas.

At some sporting facilities, we are opting to provide steel bin containers where a number of 240lt mobile bins can be stored which should reduce the number of bins being burnt. It should be noted that it is the responsibility of the sporting clubs to remove litter from the fields after they are used. All clubs are being formally advised that unless they remove litter, a fine could be levied against them.

In the coming year, the commencement of formal specification of Council's services will provide a means of better quantifying the resources required to provide the ongoing level of service to the community which is determined by Council. Active recreation fields have been identified as a priority service in this specification process, which will be used to inform future Management Plans.

***Recommended Actions :***

Advice on this matter be forwarded to the Emu Plains resident.

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## **City Arts and Cultural Centre**

### ***Matter :***

Nepean Potters Society, Nepean Art Society, Penrith Valley Concert Band and St Marys Community Arts raised concerns over plans to establish the City Arts and Cultural Centre in the St Marys Community Precinct, specifically whether this required the location of all arts and cultural groups at one centre, and the capacity of the facility to appropriately house groups with diverse needs.

### ***Response by the Facilities Operations Manager :***

Council's vision for the community precinct bordered by GWH, Mamre Rd, Swanston St and Collins Sts at St. Marys is one of a strong arts and cultural focus. Over time it is intended to establish the Penrith Valley Arts and Cultural Centre on that land.

There are many and varied arts and cultural groups across the City. Opportunities exist for those groups to co-locate on this land, to provide a focal point across the City for these activities. There are synergies, economies and benefits to be realised from such an approach. This does not mean that Council would insist that like groups combine.

A Consultant Study was completed late last year which made recommendations as to how Council could achieve its vision. Concept plans were prepared which indicated how existing buildings could be adapted or extended to accommodate the many groups.

The issues raised are very important to all future tenants that will be accommodated on the precinct. The Consultant's plan only dealt with those in a very superficial way. The details of those issues, and how they would be addressed will be dealt with at a future time in consultation with the specific groups.

### ***Recommended Actions :***

Advice on this matter be forwarded to Nepean Potters Society, Nepean Art Society, Penrith Valley Concert Band and St Marys Community Arts.

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## **Accommodation for Penrith Valley Concert Band**

### ***Matter :***

Penrith Valley Concert Band has made a request for Council to find suitable permanent premises for the Band. The Band's current location at the Museum of Fire is no longer available.

### ***Response by the Facilities Operations Manager :***

Penrith Valley Concert Band participated in the consultant's study for St Marys Community Precinct by attending the stakeholder workshop. The consultant's report included concept plans indicating how the existing buildings could be altered or added to in order to accommodate the many and varied arts and cultural groups across the City.

Those plans indicated how the Memorial Hall could be adapted for use by our City's musical groups, which included rehearsal and storage as well as a main auditorium.

A long term funding strategy has been developed by Council for this overall project. A number of properties within this precinct and surrounding area have been identified as surplus to Council needs and have been or will be sold. Proceeds from these sales will be retained in this project funding model so that, over time, Council's vision for this precinct will be realised.

It is recognised that the various music groups across the City do have difficulties in locating suitable storage and rehearsal space. Another opportunity, in addition to St. Marys, may be the new Community Facility to be provided in conjunction with the development of North Penrith Urban Area. Whilst Council officers continue to negotiate the final size, shape and layout, the use of that proposed facility by musical groups has not been overlooked.

Council continues to provide financial assistance to the musical groups. In this regard that subsidy remains at \$2,000 per group as previous years.

The Penrith Valley Concert Band has requested further assistance by way of a storage shed or container at the Museum of Fire. As has been done in the past, investigations will continue to see whether Council can meet this Band's (and others) requirements.

***Recommended Actions :***

1. That investigations continue into suitable alternative premises for the Penrith Valley Concert Band.
  2. Advice on this matter be forwarded to Penrith Valley Concert Band.
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**Funding of Cultural Equity**

***Matter :***

Penrith Valley Concert Band raised concerns on the equitable funding of the cultural component of the 'Recreation and Cultural Equity' program.

***Response by the Facilities Operations Manager :***

A total expenditure of \$12.4 million is proposed across the Recreation and Cultural Equity program in the 2001-2002 Management Plan. While this includes significant levels of funding for various cultural service and facilities, it is acknowledged that the major portion of this funding is allocated to recreation-related programs. This largely reflects the extent of local and regional recreation facilities located in the Penrith area and the large number of user groups.

In order to develop a more balanced approach to the Cultural needs of the City, Council will shortly be commencing a study of both recreation and cultural needs. This will assist in more accurately determining needs for the City over a diverse range of user groups. This information will provide a sound basis from which future programs can be developed.

***Recommended Actions :***

Advice on this matter be forwarded to the Penrith Valley Concert Band.

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### **Activity Centre in Penrith CBD**

***Matter :***

A Leonay resident suggested that Council provide an Activity Centre in Penrith CBD (for seniors crafts etc.) similar to that in Eltham, Victoria; the former Post Office was suggested as a suitable site.

***Response by the Facilities Operations Manager :***

Council officers have made enquiries of Millumbik Council (Eltham) in Victoria regarding this proposal.

The programs offered at that Activity Centre are the same now offered at Council's senior citizens centres. There is also a similar structure and relationship between that Council and the Activity Centre as that which exists at Penrith with the senior citizens centres.

Our enquiries also revealed that Millumbik Council's local Community Health operate a day centre with structured programs. These seem to be more focused on arts and craft.

With reference to the old post office, Council is about to engage a consultant to undertake a heritage conservation plan which will guide the future use of that building. At this stage Council is looking to have the building adapted for some commercial use.

***Recommended Actions :***

Advice on this matter be forwarded to the Leonay resident.

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### **Meeting room hire rates**

***Matter :***

St Marys Area Community Development Project requested more equitable room hire rates for non-profit community groups; these rates vary from centre to centre in the proposed Fees & Charges. The Project also suggested that the meeting room at St Marys Memorial Hall be made available for separate hire at a suitable rate, as demand for rooms at St Marys Community Centre is very heavy.

***Response by the Facilities Operations Manager :***

Management of Council's community facilities has recently been placed under a single unit. In the coming year, a range of policies relating to community facility management will be reviewed, including room hire rates. The equity of room hire rates can be addressed under Task 14.22 "Develop policies and strategies to ensure that council's community facility use is consistent with Council's access and equity policies and social justice agenda."

Both through this review and the further planning to be undertaken for St Marys community precinct, the role of the Memorial Hall and its facilities will be addressed.

***Recommended Actions :***

1. That a review of room hire rates be conducted in 2001-2002, including consideration of equitable hire rates for non-profit community groups and the availability of meeting rooms at St Marys community precinct.
2. Advice on this matter be forwarded to the St Marys Area Community Development Project.

### **Community Safety initiatives**

***Matter :***

South Penrith Youth & Neighbourhood Services requested information on the Community Safety Plan and the implementation of the outcomes of the Southlands and Mt Pleasant community safety audits.

***Response by the Safety, Emergency and Waste Manager :***

The Community Safety Plan is scheduled for completion in late 2001. Data collected via a consultation process (conducted by the Centre for Regional Research & Innovation-UWS) across the City will be prioritised by the Penrith Valley Community Safety Partnership. The partnership will then develop and prioritise strategies to address issues in order of priority.

Recommendations and outcomes from Southlands Community Safety Audit include: seeking inclusion of streets surrounding Southlands/Community Precinct in the South Ward footpath program; research project being facilitated by the South Penrith Youth and Neighbourhood Services Inc. on possible shopping centre refurbishment options, which will inform further discussions and decisions on the provision of effective lighting / future of the equipment in the playground area; other matters ongoing.

Mt Pleasant has been included in the Neighbourhood Improvements Program in the Draft Management Plan. This program will provide a co-ordinated approach to issues within the area including the review of previous Community Safety Audits, and provision of new audits where necessary.

***Recommended Actions :***

Advice on this matter be forwarded to South Penrith Youth & Neighbourhood Services.

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### **Neighbourhood Improvements Program**

***Matter :***

South Penrith Youth & Neighbourhood Services requested that this program include Southlands Shopping Centre.

***Response by the Facilities Operations Manager :***

Council has successfully established partnerships with the business sector in both Penrith and St. Marys Town Centres. These partnerships have resulted in a co-ordinated 'whole of Council' approach being introduced for dealing with issues that arise in those Centres.

Last year Council recognised the need to broaden its involvement beyond the principal centres to now include the local shopping centres. There are some 30 such locations across the City. So far contact has been made with about half of those Centres. Only Mt. Pleasant shopping centre, which is included in the program is Council owned. Southlands Shopping Centre is included but has not yet been consulted.

Initial contact with the Centres (landowners and traders) is about outlining the program and gaining support. Subsequently meetings are held with the individual centres (usually at the Centre) to identify 'issues' surrounding the Centre. Not all issues relate to direct Council responsibilities.

There are some matters which may be considered routine, others more complex. Examples of routine matters would be additional street signs, tree lopping, broken footpaths, linemarking etc. A more complex matter might be for instance the need for a detailed safety audit.

This program in the Management Plan dove-tails into the Neighbourhood Co-ordination Project which fundamentally is about the more effective and co-ordinated delivery of existing services in a neighbourhood. The draft budget includes \$70,000 to be applied to both these matters. Funds will be allocated on priority basis..

***Recommended Actions :***

1. That consultations be held with Southlands Shopping Centre as part of the Neighbourhood Improvements Program for 2001-2002.
  2. Advice on this matter be forwarded to South Penrith Youth & Neighbourhood Services.
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**Regional Skate Park location**

***Matter :***

A representative of Fusion Australia suggested that a more convenient location (such as Woodriff Gardens) would be preferable to Jamison Park for the Regional Skate Park.

***Response by the Parks Construction and Maintenance Manager :***

Various sites were investigated for the location of the Regional Skate Park. Jamison Park was selected as the preferred site on the basis that it best satisfied the location criteria, including: access and transport, residential amenity, proximity to other services, shade protection and access to existing public toilets.

In addition to the regional skate facility, Council will in the coming year be investigating opportunities for providing a mobile skate facility for the City.

***Recommended Actions :***

Advice on this matter be forwarded to Fusion Australia.

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**Support for Youth Arts**

***Matter :***

A representative of Fusion Australia queried the absence in the Draft Management Plan of any specific reference to youth arts, and suggested that Council become more involved in supporting youth arts.

***Response by the Community Development Manager :***

The recent Youth Needs Audit undertaken by Council has canvassed the views of young people on a range of issues including arts and culture. The responses to this topic were varied and reflected the wide range of interests that young people have in art and cultural activities. Council is working towards prioritising the responses from the information gathered by the Audit and developing recommendations to address these responses.

Task 12.20 in the Draft 2001-2002 Management Plan refers to Council's commitment to encourage and facilitate collaborative partnerships within cultural organisations and groups in Penrith City. Council views Fusion Australia as a partner in contributing to the provision of arts and cultural activities in the City.

Council will build on the work of the Youth Needs Audit by integrating the relevant recommendations from the Audit in the scoping exercise for a City-wide Cultural Plan. This scoping exercise is to be undertaken in 2001-2002 under Task 12.21 in .

***Recommended Actions :***

1. That consideration of Youth Arts issues be included in the scope of the City-wide Cultural Plan.
2. Advice on this matter be forwarded to Fusion Australia.

## **The City as an Economy**

### **Footpath access in Penrith CBD**

***Matter :***

The Penrith City Centre Association requested that consideration be given to redesigning footpath access in the Penrith CBD to encourage outdoor dining, improve the quality of the environment and attract a higher standard of retail and service facilities in the CBD.

***Response by Facilities Operations Manager :***

This matter is one appropriately addressed as part of Task 18.11 of the Draft Management Plan, that is "Continue to work with in partnership with the St Marys Town Centre Management Group, Penrith City Centre Association and the Chambers of Commerce in implementing their initiatives to improve the amenity, appearance and convenience of the Centres."

It is proposed that discussions targetting this issue be conducted.

***Recommended Actions :***

1. That Council officers liaise with the Penrith City Centre Association in regard to the Association's request.
  2. Advice on this matter be forwarded to the Penrith City Centre Association.
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### **Footpath trading in Queen St**

***Matter :***

Arising from the recent exhibition of the draft Development Control Plan for Outdoor Trading and Eating Areas, St Marys Town Centre Management has requested clarification as to whether the privately-owned sections of footpath in Queen Street would be subject to the licence fee of \$200/sq.m. for retail trading, as exhibited in the Draft Management Plan. 13 objections were received from Queen Street businesses objecting to this possible charge.

***Response by Facilities Operations Manager :***

There has been no proposal to increase the existing charge of \$200/sq.m. for retail use of Council-owned footpaths in the CBDs through the Draft Management Plan. Most importantly, it is not intended that this charge be extended to the privately-owned sections of footpath in Queen Street.

A report on the recently exhibited Draft Development Control Plan: Outdoor Trading and Eating Areas will be presented to Council shortly.

***Recommended Actions :***

Advice on this matter be forwarded to St Marys Town Centre Management and the businesses who submitted objections.

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**Upgrading of Penrith Stadium**

***Matter :***

The General Manager of Panthers suggested that due to the economic importance of Penrith Stadium, a major upgrading of the stadium be undertaken to make it a showpiece for the City.

***Response by Economic Development and City Marketing Manager :***

The value of having a NRL team in the City is understood and appreciated. Further, it is acknowledged that this generates significant economic activity in the City.

Council's City Marketing program seeks to broadly position Penrith Valley as a desirable location to live, work, visit and invest. This involves marketing and promoting Penrith, the place and providing opportunities for businesses and attractions in the City to participate in co-operative programs to achieve this. Panthers World of Entertainment is clearly one such entity with whom Council wishes to work in partnership.

In regard to funding for the upgrade of Penrith Stadium, preliminary discussions have occurred on this matter between representatives of Panthers and Council's Director ~ City Strategy. Council would be happy to continue discussions on this matter, however, no funds for this project are included in the Draft Management Plan 2001-2002.

***Recommended Actions :***

1. That discussions by representatives of Council and Panthers continue on this matter.
2. Advice on this matter be forwarded to General Manager of Panthers.

## **The City Supported by Infrastructure**

**Road Resealing/Resheeting Program**

***Matter :***

A representative of Emu Landcare requested that specific components of this program be detailed in the Management Plan.



***Response by Asset Manager :***

Although more lengthy than other programs, the project information is available. It is proposed to include this information in the adopted plan documentation.

***Recommended Actions :***

1. That projects in the Road Resealing/Resheeting Program be added to the Capital Projects list documentation in the Management Plan 2001-2002.
2. Advice on this matter be forwarded to Emu Landcare.

## **Council's Operating Environment**

### **Acknowledgement of Aboriginal Land**

***Matter :***

Penrith Women's Health Centre suggested that the Management Plan should include an acknowledgement that the City is on Aboriginal land.

***Response by the Community Development Manager :***

In October 2000 Council adopted the Australian Declaration Towards Reconciliation as its statement of commitment to Reconciliation in the new millennium. This Declaration expresses a number of key statements of commitment to Indigenous peoples and rights.

Council's position concurs with the spirit of the Penrith Women's Health Centre's proposal that the unique status of Aboriginal and Torres Strait Islander peoples as the original owners and custodians of lands and waters should be clearly acknowledged in a prominent place in Council's Management Plan.

It would also be appropriate that Council include its adopted Declaration in a prominent place in the Management Plan 2001-2002. The Declaration is included in Attachment B to this report.

***Recommended Actions :***

1. That an acknowledgement of Aboriginal people as the original owners and custodians of lands and waters in the City of Penrith be added to the Management Plan 2001-2002.
  2. That Council's commitment to the Australian Declaration Towards Reconciliation be added to the Management Plan 2001-2002.
  3. Advice on this matter be forwarded to the Penrith Women's Health Centre and representatives of Indigenous people in the City.
- 

### **Council Chambers PA system**

***Matter :***

Several residents at the Public Meeting on the Draft Management Plan raised concerns about the adequacy of the PA system in the Council Chambers and requested that this be improved.

***Response by the Building Construction and Maintenance Manager and the Information Technology Manager :***

Councillors have previously expressed concerns regarding the current PA system and presentation facilities in the Council Chambers. Quotations to upgrade the system are presently being sought, and an investigation of the most cost-effective method of upgrading is being conducted. This would include the installation of cabling to provide for improved multi-media presentation facilities. This matter will be addressed under Task 30.17 of the Draft Management Plan 2001-2002: "Examine effectiveness of current operational layout and equipment of the Council Chambers."

It is proposed that the project be funded as part of a technology upgrade of the Civic Centre.

***Recommended Actions :***

1. That a further report be provided to Council on a technology upgrade to the Civic Centre and Council Chambers.
  2. Advice on this matter be forwarded to the residents who raised the issue.
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**Advertising of Public Meeting**

***Matter:***

Two residents at the Public Meeting on the Draft Management Plan raised concerns about the adequacy of advertising for this meeting.

***Response by Corporate Development Manager:***

The following formal advertising program is currently provided for the draft Management Plan public meeting:

- Information provided in Council's quarterly Community News, distributed to all 55,000 Penrith households in March 2001;
- Advertising in all 7 local newspapers, primarily in the designated Council news section and the Mayor's Message (in May). These papers provide combined coverage to the whole Penrith area;
- News stories featured in local newspapers, which are briefed on the Draft Management Plan exhibition and the public meeting.
- Notices provided for display at Penrith's 5 library locations, 19 urban and rural post offices, 35 child care centres and preschools, 2 senior citizen centres, 5 youth centres, 19 neighbourhood and community centres, 4 recreation centres, 2 cultural centres, the Community Connection and migrant access centres.

Advice regarding the draft Management Plan exhibition and public meeting is also provided informally to community and business groups throughout the year to encourage project nominations and submissions to the plan.

In an effort to encourage more residents to attend the meeting Council has previously resolved to hold the meeting to coincide with late Thursday night shopping, provide childcare and transport for people with disabilities on request and refreshments for all participants.

While the formal and informal advertising of the plan and public meeting is extensive and significantly exceeds requirements of the Local Government Act attendance at this year's public meeting and consultative forums was noticeably lower than previous years. Reasons for the reduced attendances need to be assessed including the effectiveness of the advertising program, possible accessibility factors for residents and community groups as well as their views regarding participation in the plan preparation process and public meeting.

A report on ways of increasing attendances at the public meeting was requested by Cr Bateman at Council's Ordinary Meeting of 21 May.

***Recommended Actions :***

Advice on this matter be forwarded to the residents who raised the issue.

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## **Presentation of information in the Management Plan**

### ***Matter :***

Several submissions on the Draft Management Plan raised issues regarding the presentation of information in the document itself. These related to:

- (i) a request that progress of the previous year's tasks be included in the Draft Plan;
- (ii) concern over apparent reduction in staffing levels in the Environment Master Program compared to 2000-2001, and apparent discrepancies over staff costs in different programs;
- (iii) concern about the long-term funding strategies (Major Projects and Property Development strategies) and how they relate to the annual Management Plan.

### ***Response by Corporate Development Manager and Senior Corporate Accountant :***

- (i) The Local Government Act requires progress on Management Plan tasks, projects and budget estimates to be reported to Council following each Quarter and the end of the financial year. At this point it is not considered appropriate that reporting on the current year's tasks be included in a new Draft Management Plan which already runs to three volumes, and may in any case have a quite different set of tasks. Future opportunities for Management Plans and their progress reports to be provided in an online form may make this information more readily accessible to the public.
- (ii) The changes between the current year's Management Plan and next year's Management Plan are generally attributable to changes in the method of allocating costs and estimating staff numbers.

On 2 April 2001, Council converted to a new financial system. Earlier in the year a new payroll system was introduced. Staffing levels have not undergone any significant changes rather the changes are attributable to changes in the method of allocating costs and estimating staff numbers.

- (iii) The 2001/02 Budget within the Management Plan presents Council's proposed income and expenditure plans for a single year as far as can be determined at the time of preparation. It is the nature of Major Projects that they span a number of years and that final costs are not known until significant planning is completed. Examples of projects dealt with in this way over past years include the construction of the Civic Centre and regional Library, establishment of the Administrative Centre in Queen Street St Marys, heating of Penrith Pool, construction of Ripples Aquatic Centre and establishment of the Community Connection.

Where a Major Project is to proceed a task will be included in the Management Plan with estimated annual costs included each year that the project spans. The dollars allocated will be limited by knowledge of the costs and the predictions as to which year a project will be completed in. These figures would be adjusted during the year as more information becomes available.

Similarly to Major Projects Council's approach to Property Development takes a long term view to the acquisition, development and sale of properties. Again this takes account of the long lead times often involved in acquiring properties required for community uses as well as strategically developing or selling Council owned land for the benefit of the community. Under the Property Development Strategy funds generated from the sale of properties are set aside for the purchase or development of other properties.

**Recommended Actions :**

Advice on these matters to be forwarded to the organisations and residents who raised the issues.

**Amendments to Draft Management Plan 2001-2002 Tasks**

Further examination of the documents during the exhibition process has identified text which requires correction. These corrections are detailed in Table A below.

**Table A : Amendments to Part B – Master Program Tasks**

<b>Mgt Plan Ref.</b>	<b>Task</b>	<b>Proposed Amendment</b>	<b>Reason</b>
Part B Page 25	Task 6.7	Amend the wording of the task to ~ “Develop landscape plans and implement these plans in approved works for the rural villages.”	To more accurately reflect the task required.
Part B Page 45	New Task below 12.4	Additional task ~ “Commence examination of required improvements to Penrith Swimming Centre”.	To identify immediate improvements and future development needs for the Swimming Centre. This project is part of the Major Projects Model.
Part B Page 33	Task 9.21	Task should refer to “2002-2003 State Budget”.	Correction of error
Part B Page 106	New Task below 30.7	Additional task ~ “Conduct an examination of the organisation’s limits to capacity to implement future programs”.	To enable future Management Plans to achieve the correct balance between the programs which are set and the organisation’s capacity to fund and implement them.

**Recommended Action :**

That the task amendments listed in Table A be incorporated into the Management Plan 2001-2002, and that the draft Task list be renumbered accordingly.

## **Major Projects Strategy - Computer Project**

The Discussion Paper considered by Council at its second Workshop on the 2001-2002 Management Plan on 11 April 2001 included a review of projects included within Council's Major Projects Strategy. Advice was provided regarding projects to which Council had previously made funding commitments for the coming year and which would be incorporated in the draft budget. This included the following computer replacement programs to enhance the organisation's efficiency and customer services:

- A 3-year cyclical replacement program established for desktop equipment and printers
- Replacement of servers, communications and other equipment on a programmed basis
- Completing the replacement of human resources, payroll, financial, rates and property systems.

Council was also advised that other priorities for computer systems enhancements were continuing to be reviewed and would be determined after the IT Assessment and Review had been completed. The IT Assessment and Review has subsequently reached a point where other recommended priorities for computer system enhancements are able to be confirmed. These enhancements are required to replace major outdated systems requiring regular costly maintenance, improve functionality and productivity and in some instances provide new customer services.

The following additional system enhancements are recommended for funding from the Computer Replacement Reserve in 2001-2002 :

- Replacement of Library Management System Software and Hardware ~\$436,000  
Replacement of the library management system hardware and software is required due to their obsolescence, major servicing difficulties and interruptions to service delivery. This is one of Council's core customer service systems and the project will be undertaken over two years. It includes replacement of all library hardware (servers, barcode scanners, printers, PCs), software development and linking to the Internet. This amount represents year 1 implementation costs.
- Investigation of Integrated Information Management System ~ \$30,000  
This project includes the investigation and specification for future upgrading and integration of the records management system, business paper system, new delegations and Council policy software to replace existing manual and outdated computerised systems. An integrated system has the capacity to improve organisational efficiency, overall customer service and accessibility through the Internet links.
- Centralised Children's Services Waiting List ~ Software Purchase ~ \$30,000  
Purchase of new software to provide improved customer service, equity and accountability for families wishing to place their children in Council-run childcare services.
- Facilities Booking System (for Council operated halls and community centres) ~ \$30,000  
Purchase of an integrated facility booking system will create a single point of service for customers of all Council facilities and will also provide a centralised information database for each hall and community centre.
- Replacement Geographic Information System (GIS) Plotter ~\$20,000  
Council's current GIS Plotter is 9 years old requiring regular costly maintenance. A replacement plotter is seen as a cost-effective option providing improved functionality and faster turnaround times for map production.

- Upgrade of Maestro GIS and Asset System Software ~ \$14,500  
A software upgrade is required to maintain functionality and capacity of the current system.
- Enhancements to GIS Software ~ \$5,000  
This project includes the purchase of external assistance to integrate environmental layers of information into the current GIS. Better quality information will be able to be provided to users in the areas of vegetation, landuse, flood lines and soil classification.
- Investigation and specification for Strategic / Management Planning Software ~\$4,000  
Investigation and specification for a fully integrated strategic / management planning system which will include monitoring and reporting and performance measurement tools.

Subject to Council's endorsement of the above projects and tasks it is proposed to include them in the 2001-2002 Management Plan, with funding from the Computer Replacement Reserve.

**Recommended Actions :**

1. That the projects listed above be included in the Management Plan 2001-2002 and funded from the Computer Replacement Reserve.
2. That appropriate Tasks to implement these projects be added to the Management Plan 2001-2002 under the relevant Master Programs.

**Projects carried forward from 2000-2001**

During the exhibition period of the Draft Management Plan, the March Quarter Review of the current year's Management Plan approved a number of revotes or carryovers, which will therefore be added to the Management Plan for 2001-2002.

**The Making of Rates and Charges**

This matter is covered in a separate Report in tonight's business paper.

**Amendments to Revenue Policy/Fees and Charges**

Certain alterations to the Part C ~ Revenue Policy/Fees and Charges are required.

**Table B : Amendments to Part C – Revenue Policy**

<b>Master Program</b>	<b>Page Ref</b>	<b>Sub-heading</b>	<b>Recommended Change</b>	<b>CFO Comment</b>
<b>City in its Environment</b>	15	Other	Correction of typographic error Size "A3" should read "A4" Size "A4" should read "A3"	Concur
<b>Council's Operating Environment</b>	80	Other - Interest	Interest rate has now been set by the Government and should read: "11.0% per annum charged daily"	Concur

**Recommended Action :**

That the list of amendments to the Revenue Policy listed in Table B be incorporated into the Management Plan 2001-2002.

## **Conclusion**

The consultation process for the Draft Management Plan 2001-2002 has resulted in a wide range of feedback and submissions from the community.

After consideration of the submissions made in respect to the Draft Management Plan 2001-2002 and the proposed variations Council needs to adopt the Plan, including the Revenue Policy, to comply with the legislative requirements under the Local Government Act 1993.

## **RECOMMENDATION**

That

1. the recommendations as detailed in the report be adopted and where applicable be incorporated into the Draft Management Plan 2001-2002;
2. the Management Plan 2001-2002 be formally adopted;
3. Council approve, for expenditure, the budget as detailed in the Management Plan 2001-2002 and formally vote these funds for the 2001-2002 financial year;
4. those individuals and organisations who made submissions on Council's Management Plan be thanked for their input and advised of Council's decision.

*If this recommendation is adopted no further action is required.*





**ATTACHMENT A**

**Draft Management Plan 2001-2002 : Submissions Received**

<b>Written Submissions</b>	
<b>Name / Organisation</b>	<b>Summary of Matters Raised</b>
1. Yvonne Cklamovski (St Marys Town Centre Management Inc.)	<ul style="list-style-type: none"> <li>Information on fee for the use of privately owned sections of Queen Street footpath (relates to Draft DCP Exhibition)</li> </ul>
2. Tom Grosskopf (NSW Agriculture)	<ul style="list-style-type: none"> <li>Need for additional Critical Action for sustainable agricultural development</li> </ul>
3. Tanya Jeffcoat (Penrith Women's Health Centre)	<ul style="list-style-type: none"> <li>Request for new premises/waiving of rent for Penrith Women's Health Centre</li> <li>Proposal that Council adopt recommendations of the Homeless Summit</li> <li>Proposal that Council acknowledge that Penrith City is on Aboriginal land in its Management Plan</li> <li>Request for acknowledgement and funding for Aboriginal and culturally diverse communities</li> </ul>
4. Robyn Klopff (Nepean Art Society)	<ul style="list-style-type: none"> <li>Concern over City Arts and Cultural Centre – possible relocation of arts groups</li> <li>Proposed that Regional Gallery extensions could be a future home for Nepean Art Society</li> </ul>
5. G. Maday (Kingswood resident)	<ul style="list-style-type: none"> <li>Objection to the siting of Kingswood Neighbourhood Centre at Chapman Gardens</li> <li>Concern over consultation process for Kingswood Neighbourhood Centre</li> <li>Objection to a hall being added to Kingswood Neighbourhood Centre</li> </ul>
6. Penny May (St Marys Area Community Development Project)	<ul style="list-style-type: none"> <li>Concern over disparity of meeting room hiring rates for non-profit community groups</li> <li>Request for St. Marys Hall meeting room to be hireable</li> </ul>
7. Jan Needham (Nepean Potters Society)	<ul style="list-style-type: none"> <li>Concern over Penrith City Arts and Cultural Centre – suitability for Potters Society</li> </ul>
8. Lorna Parr (Nepean District Historical Society)	<ul style="list-style-type: none"> <li>Request for funding of History of Penrith Volume 2</li> <li>Request for signage for Heritage properties and sites</li> <li>Proposal for heritage signage tour of Mulgoa Valley</li> <li>Concern over maintenance of heritage sites</li> <li>Proposal that Council purchase Thornton Hall</li> </ul>
9. Ray Radford (Oxley Park resident)	<ul style="list-style-type: none"> <li>Need to slow down speeding traffic in Melbourne Street, Oxley Park</li> </ul>
10. Gladys Reed (Penrith Chamber of Commerce)	<ul style="list-style-type: none"> <li>Proposed conservation of Castlereagh State Forest instead of ADI National Estate Listed lands</li> <li>Request for consultations on North Penrith Urban Area plans</li> <li>Request for redesigned footpath access in the Penrith CBD to encourage quality retail and service facilities</li> <li>Proposed provision of a public tip at Werrington</li> </ul>

<b>Written Submissions</b>	
<b>Name / Organisation</b>	<b>Summary of Matters Raised</b>
	<ul style="list-style-type: none"> <li>• Requested earlier consultation in the development of Council's Draft Management Plan</li> <li>• Information on service retail areas</li> <li>• Proposal that the Draft Management Plan include reporting on progress of tasks for the previous year</li> <li>• Request for clarification of Section 94 contribution rates</li> <li>• Information on photocopying charge</li> </ul>
11. Dave Roberts (Emu Landcare)	<p>(follow up to Telephone submission responses)</p> <ul style="list-style-type: none"> <li>• Requested copy of bushcare video and more detailed information on the following matters: <ul style="list-style-type: none"> <li>~ plans to expand bushcare awareness</li> <li>~ distribution of bushcare newsletter and letter drops</li> <li>~ bushcare pamphlet</li> <li>~ Landcare Olympic Planting day</li> <li>~ training of bushcare community volunteers</li> <li>~ staff training in bushcare</li> <li>~ Plan of Management reference re Madeira Vine problem</li> <li>~ performance targets for Plans of Management</li> <li>~ copies of all NHT and EPA grant applications for bushcare</li> <li>~ Leonay Wetland issues in Blue Mountains stormwater management plans</li> <li>~ list of all wetlands in Penrith LGA</li> <li>~ Hawkesbury River County Council works details</li> <li>~ list of species for Section 94 tree plantings</li> <li>~ unsealed area at Hunter Field</li> <li>~ amounts spent on each element of bushcare support</li> <li>~ list of all schools &amp; locations/times &amp; dates for plantings</li> </ul> </li> </ul>
12. Lisa Sinclair (Mulgoa Valley Landcare Group)	<ul style="list-style-type: none"> <li>• Requested urgent community education in rural areas on bushland conservation and illegal clearing</li> <li>• Proposed rate relief as an incentive to bushland conservation</li> <li>• Requested Council to penalise property owners for illegal clearing of remnant bushland</li> <li>• Requested increased resources (staff and financial) to bushland management</li> </ul>
13. John Trevillian (Australia Day Council of NSW)	<ul style="list-style-type: none"> <li>• Proposal that Council increase funding to Australia Day from \$25,000 to \$50,000</li> </ul>
14. Don White (Penrith Valley Concert Band)	<ul style="list-style-type: none"> <li>• Inequity of resources allocated to Cultural Equity compared to Recreational Equity</li> <li>• Need for permanent home for Penrith Valley Concert Band – proposed use of JSPAC</li> <li>• Concern that Penrith City Arts and Cultural Centre unsuitable for the band</li> <li>• Request for increased financial assistance</li> </ul>
15. - 27. Queen Street Businesses (14 letters)	<ul style="list-style-type: none"> <li>• Objection to any extension of the License Fee for trading on Council-owned footpaths to the privately-owned sections of footpath in Queen St, St Marys</li> </ul>

### Petitions

Name / Organisation	Summary of Matters Raised
1. Petition signed by 13 residents	<ul style="list-style-type: none"> <li>• Proposed \$50,000 funding increase for play equipment</li> <li>• Need for a City-wide strategic plan for provision of play equipment</li> </ul>

### Telephone Submissions

Name / Organisation	Summary of Matters Raised
1. Elizabeth Guthrie (Emu Heights resident)	<ul style="list-style-type: none"> <li>• Concern over alignment of kerb ramps for wheelchair accessibility</li> <li>• Information on Disabled Access Committee</li> </ul>
2. Helen Messazos (local resident)	<ul style="list-style-type: none"> <li>• Concern at the level of fee increase for Platypus Playground Children's Centre</li> </ul>
3. Dave Roberts (Emu Landcare)	<ul style="list-style-type: none"> <li>• Details of the program to expand bushcare awareness</li> <li>• Details of Council staff training in bushcare</li> <li>• Suggestion that Councillors attend the Penrith Bushcare Network</li> <li>• Plans of Management and Council's plans for noxious weed removal</li> <li>• Plan of Management for the wetland at Leonay – is this to be done?</li> <li>• Hawkesbury River County Council Management Plan – co-ordination with Penrith City Council.</li> <li>• Madeira Vine Weed problem on the west bank of the Nepean River</li> <li>• Details on Section 94 Tree planting in North Cranebrook and Erskine Park</li> <li>• Hunter Field improvements – co-ordination with Sydney Water</li> <li>• Casuarina Stand (Surveyors Creek) – public consultations</li> <li>• Does the \$30,000 support for bushcare groups include direct grants?</li> <li>• Meaning of tasks 7.9 and 7.10 on Biodiversity</li> <li>• Section 94 Plan for passive open space</li> <li>• Stormwater Plans – when will Council plans be available? Have the Blue Mountains Stormwater Plans been approved?</li> <li>• Is Council looking at a levy to fund stormwater and catchment management plans?</li> <li>• Does the tree preservation order officer look at DA's on properties before issuing an order?</li> <li>• Will projects in the Management Plan have to wait for the Landscape DCP?</li> <li>• City Beautification Program – what does this comprise and what species of plants?</li> </ul>

### E-mail & Internet Submissions

Name / Organisation	Summary of Matters Raised
1. Colin Audet (Werrington County resident)	<ul style="list-style-type: none"> <li>• Request for Council to change its position on Natural Heritage Trust Funding Application for ADI site</li> <li>• Request for Council not to enter into proposed development agreement for ADI site</li> <li>• Request for Council to lobby for State Heritage Listing of all natural environments and bushlands in the LGA</li> </ul>

### E-mail & Internet Submissions

Name / Organisation	Summary of Matters Raised
	<ul style="list-style-type: none"> <li>• Request for Council to lobby for re-instatement of Hawkesbury Nepean Catchment Management Trust</li> <li>• Proposal for Council to consider a North-South Rail link</li> <li>• Request for Council to lobby for quadruplication of the St. Marys to Emu Plains Rail line and construction of UWS Werrington Station</li> </ul>
<p>2. Maree McDermott (South Penrith Youth &amp; Neighbourhood Services)</p>	<ul style="list-style-type: none"> <li>• Information on footpath program priorities</li> <li>• Request for footpaths at Jamison High School and York Public School</li> <li>• Request for footpaths near Southland Shopping Centre</li> <li>• Need for pedestrian crossings to access regional skate park at Jamison Park</li> <li>• Need for insurance coverage of mobile skate facility</li> <li>• Information on Community Safety Plan</li> <li>• Implementation of Southlands Shopping Centre Precinct Safety Audit recommendations</li> <li>• Implementation of Mt. Pleasant Safety Audit recommendations</li> <li>• Request for pedestrian crossing on Tukara Rd South Penrith</li> <li>• Request for more community development workers at Mt. Pleasant</li> <li>• Request to include Southlands Shopping Centre in the Neighbourhood Improvement Program</li> </ul>
<p>3. Dave Roberts (Emu Landcare)</p>	<ul style="list-style-type: none"> <li>• Information on Green Waste Collection Trial</li> <li>• Request for \$5000 funding of Knapsack Creek revegetation project</li> <li>• Request that Council meet with environmental groups on the progress of the option for an environmental levy</li> <li>• Request for audit of herbicide use in drainage lines</li> <li>• Request for road sweeping of Cary and Nepean Streets Emu Plains</li> <li>• Request for audit of noxious weeds in older areas of LGA</li> <li>• Proposal that senior Council officers be involved in bushcare</li> </ul>

### Verbal Submissions [speakers at consultative meetings]

Name / Organisation	Summary of Matters Raised
<p>1. Ross Beaton (Fusion Australia)</p>	<ul style="list-style-type: none"> <li>• Proposed more central location for Regional Skate Park</li> </ul>
<p>2. Leah Boucher (Fusion Australia)</p>	<ul style="list-style-type: none"> <li>• Request for Council to be more involved in youth arts</li> </ul>
<p>3. John Budin (Penrith City Centre Association)</p>	<ul style="list-style-type: none"> <li>• Details of provision of disabled access in the Penrith CBD</li> <li>• Information on the process of making changes to the Management Plan</li> <li>• Information on the process of formulating a footpath program</li> </ul>
<p>4. Kevin Cavanagh (Deerubbin Local Aboriginal Land Council)</p>	<ul style="list-style-type: none"> <li>• Concerns over Council consultation with Deerubbin Local Aboriginal Land Council and inadequate recognition of Land Council as a statutory body</li> </ul>
<p>5. Roger Cooper (Consultant to Deerubbin Local Aboriginal Land Council)</p>	<ul style="list-style-type: none"> <li>• Previous draft Flora and Fauna Corridors Plan in relation to Deerubbin Land Council land</li> <li>• Information on enforcement of Energy Smart Homes Policy</li> <li>• How are the responsibilities of the former Hawkesbury Nepean</li> </ul>

<b>Verbal Submissions [speakers at consultative meetings]</b>	
<b>Name / Organisation</b>	<b>Summary of Matters Raised</b>
	Catchment Management Trust being implemented?
6. Roger Cowan (Panthers World of Entertainment)	<ul style="list-style-type: none"> <li>• Proposal for major upgrade of Penrith Stadium</li> </ul>
7. Lucy Devaise (Kingswood resident)	<ul style="list-style-type: none"> <li>• Advertising of Management Plan Public Meeting inadequate</li> <li>• Draft Management Plan not available at Kingswood Post Office</li> </ul>
8. John Diamond (ADI Residents Action Group/Friends of Ropes Creek)	<ul style="list-style-type: none"> <li>• Concerns over ADI site development and Council change of position</li> <li>• Concerns over urban growth and future release areas</li> </ul>
9. Kevin Dwyer (St Marys resident)	<ul style="list-style-type: none"> <li>• Former Gipps Street Tip – concern over gas emissions and need for site to be used for sporting fields</li> <li>• Tourist Information Centre at Mulgoa Road needed urgently</li> <li>• Landcom purchase of Council property at St. Marys – condition of the property</li> <li>• Road safety funding for Luddenham Road</li> </ul>
10. Hazel Fraser (Nepean District Historical Archaeology Group)	<ul style="list-style-type: none"> <li>• Need for upgrading of Penrith Pool facilities</li> </ul>
11. George Gyford (Nepean District Historical Archaeology Group)	<ul style="list-style-type: none"> <li>• Information on plans the City Arts and Cultural Centre</li> </ul>
12. Max Harrison (Kingswood Traders & Citizens Association)	<ul style="list-style-type: none"> <li>• Millenium Walkway – need for new seats, garbage bins and lights</li> <li>• Garbage bins in Santley Crescent, Kingswood</li> <li>• PA system in Council Chambers inadequate</li> <li>• Status of pedestrian crossing in Somerset Street Kingswood</li> </ul>
13. David Hill (St Marys Chamber of Commerce)	<ul style="list-style-type: none"> <li>• Information on improvements for Dunheved Business Park</li> </ul>
14. Nicolas Israel (NSW Environment Protection Authority)	<ul style="list-style-type: none"> <li>• Concerns over scale of urban release program and increase in pollution</li> <li>• Information on Council's Greenhouse Reduction Strategy</li> <li>• Information on enforcement of waste minimisation and management regulations</li> <li>• Clearer information on stormwater management systems and stormwater management plans required</li> </ul>
15. Tanya Jeffcoat (Penrith Women's Health Centre)	<ul style="list-style-type: none"> <li>• Information on Council policy and commitment to the issues of homelessness and low cost housing</li> <li>• Need to acknowledge in the Management Plan and Penrith City is on Aboriginal land</li> </ul>
16. Paul Kennedy (Raine & Horne Commercial)	<ul style="list-style-type: none"> <li>• Information on status of Werrington Arterial</li> <li>• Information on future release areas especially North Penrith Urban Area</li> </ul>
17. Graham Keogh (Leonay resident)	<ul style="list-style-type: none"> <li>• PA System in Council Chambers in adequate</li> <li>• Advertising of Management Plan public meeting inadequate</li> </ul>

<b>Verbal Submissions [speakers at consultative meetings]</b>	
<b>Name / Organisation</b>	<b>Summary of Matters Raised</b>
	<ul style="list-style-type: none"> <li>• Council should lobby for Northern Road upgrade</li> <li>• Traffic management at Fairviews Avenue Leonay – concerns over school arrangements and changes</li> <li>• Proposed Activity Centre in Penrith CBD similar to Eltham in Victoria</li> <li>• Objection to Whitewater Stadium major project funding</li> <li>• Council should lobby for the Parramatta/Macquarie rail link</li> </ul>
18. Paul Lucchinelli (Penrith Plaza)	<ul style="list-style-type: none"> <li>• Information on the City/Town Centre programs for St. Marys and Penrith</li> <li>• Information on post-Olympic marketing of the City</li> </ul>
19. Jeanette Margetts (Kingswood resident)	<ul style="list-style-type: none"> <li>• Why the amount for Kingswood Neighbourhood Centre was now only \$549,000</li> <li>• Why Council turned down UWS offer of premises for Kingswood Neighbourhood Centre</li> <li>• How it was decided to build footpaths at Chapman Gardens – did this relate to Kingswood Neighbourhood Centre</li> </ul>
20. Pam Murry (St Marys Combined Pensioners Association)	<ul style="list-style-type: none"> <li>• Concern on proposed building alterations to St. Marys Senior Citizens Hall</li> </ul>
21. Ray Radford (Oxley Park resident)	<ul style="list-style-type: none"> <li>• Melbourne Street, Oxley Park – more works needed</li> <li>• Traffic management in Melbourne Street, Oxley Park – traffic calming needed</li> <li>• St Marys Senior Citizens Centre – concerns over possible amalgamation with Penrith Senior Citizens and over changes to the building</li> </ul>
22. Alf Randell (St Marys Community Arts)	<ul style="list-style-type: none"> <li>• Request for better consultation of St. Marys Community Arts Committee on City Arts and Cultural Centre</li> <li>• Request for continued support for St. Marys Community Arts</li> <li>• Concern that the Regional Gallery workshop would compete with existing arts groups</li> </ul>
23. Gladys Reed (Penrith Chamber of Commerce)	<ul style="list-style-type: none"> <li>• Concern over facilities at international hockey stadium at UWS</li> <li>• How would Council encourage IT usage in the City?</li> <li>• Information on works for Emu Plains</li> </ul>
24. Dave Roberts (Emu Landcare)	<ul style="list-style-type: none"> <li>• Concerns over property development funds available compared to proposed expenditure – apparent excess in fund and what are the targets for property development</li> <li>• Concerns over apparent reduction in staffing for Environment Master Program and apparent discrepancies in staffing costs of Master Programs</li> <li>• Whether Draft Management Plan estimates were checked and audited before publication</li> <li>• When will direct e-mail be available for the public to e-mail Council officers – requested a directory of officers' e-mail addresses</li> <li>• Were more resources be put into handling Freedom of Information requests</li> <li>• The cost of services by consultants for the Pedestrian Access and Mobility Program</li> </ul>

<b>Verbal Submissions [speakers at consultative meetings]</b>	
<b>Name / Organisation</b>	<b>Summary of Matters Raised</b>
	<ul style="list-style-type: none"> <li>• Poor condition of Smith Street, Emu Plains</li> <li>• Road Resealing/Resheeting Program – the Management Plan should contain all locations for works</li> <li>• Railway Street Theatre – whether the building is heritage listed and would the land be used for commuter carparking?</li> <li>• Soccer fields, especially Hunter Field need more bins</li> <li>• PA System in the Council Chambers is inadequate – was there funding for this project available?</li> <li>• Sediment control on building sites – Council process and auditing</li> <li>• Bedford Street, Emu Plains, Erosion and Stormwater Control Works – works required</li> <li>• Will there be a Plan of Management for wetlands, particularly Leonay – required for State Significant Wetlands</li> <li>• Will there be specific categories of Plans of Management?</li> <li>• How many naturally occurring wetlands exist in Penrith LGA?</li> <li>• What is the bushcare program in Task 7.1 – what bushland will be worked on?</li> <li>• Who is the bushcare newsletter distributed to?</li> <li>• Noxious weed Control – how is it decided where works will be done and who is notified?</li> <li>• Not enough resources provided to control noxious weeds</li> <li>• Hawkesbury River County Council – is funding adequate, is it achieving its goals and is Council represented?</li> <li>• Use of ‘Garlon’ herbicide</li> <li>• Madeira Vine problem on west bank of Nepean River</li> <li>• Proposed \$10,000 per group funding of bushcare/landcare groups</li> <li>• Request for Council policy to match grant funding for bushcare/landcare groups</li> <li>• Council support for major environment days</li> <li>• Penrith bushcare network should report directly to Council</li> <li>• Bushland Management Officer required by legislation</li> <li>• Does Council have Section 91 licence for seed collection?</li> <li>• More money should be allocated to Parks Dept (for protection of natural areas)</li> <li>• Has Council identified all areas of stormwater impact?</li> <li>• Has Blue Mountains Council stormwater plan been accepted by the Government?</li> <li>• Have Penrith Council’s 3 Stormwater Plans been accepted by the Government?</li> <li>• Pedestrian Bridge over Knapsack Creek at Hollier Reserve – reference to previous request</li> </ul>
25. Lisa Sinclair (Mulgoa Valley Landcare Group)	<ul style="list-style-type: none"> <li>• Concerns over loss of remnant bushland – education needed for rural land holders</li> </ul>
26. Peter Spurr (Emu Plains resident)	<ul style="list-style-type: none"> <li>• Total length of road which Council maintains</li> </ul>

<b>Verbal Submissions [speakers at consultative meetings]</b>	
<b>Name / Organisation</b>	<b>Summary of Matters Raised</b>
	<ul style="list-style-type: none"> <li>• New cricket wickets at the Kingsway St. Marys</li> <li>• Objection to Regional Galley major project funding and annual funding</li> <li>• Information on Regional Gallery running costs</li> <li>• Request that more be spent on sporting fields maintenance and steel bins</li> <li>• Objection to Penrith Whitewater Stadium major project funding</li> <li>• Information on Howell Oval major project funding</li> <li>• Information on major projects strategy and annual projects funding</li> <li>• Information on State Government funding for the JSPAC and the amalgamation with Railway St Theatre</li> <li>• Toilet blocks at sporting fields – problems with sporting group control of facilities</li> <li>• Information on Regional Gallery fence replacement</li> <li>• Sediment control at Emu Plains – vehicles dumping or spreading fill</li> <li>• Need for parking areas to be sealed before use – Glenmore Park Sports Field example</li> <li>• Provision of native trees from Council nursery</li> <li>• More money should be allocated to Parks Dept (for protection of natural areas)</li> <li>• Former Gipps Street Tip – could methane be used for power generation?</li> <li>• Information on introduction of smaller garbage bins for residents</li> <li>• More bins needed for sports fields and education of sporting groups to reduce waste</li> <li>• Excessive use of on-call clean ups by rental properties</li> <li>• More support needed for heritage groups and advisory service</li> <li>• Information on North Penrith Army Land's development and the recognition of heritage</li> <li>• Information on plans for Bennett Wagons</li> <li>• Concerns on Council clean up practices and recycling plant at St. Marys</li> <li>• Landscaping at Henry Street and High Street and need for more plantings</li> </ul>
27. Ian Stainton (Penrith Lakes Development Corporation)	<ul style="list-style-type: none"> <li>• Information of plans for sewerage of rural villages</li> <li>• Information on the status of Olympic facilities in the City</li> </ul>
28. Katerina Tahija (South Penrith Youth and Neighbourhood Services)	<ul style="list-style-type: none"> <li>• Information on the Neighbourhood Co-ordination Project</li> </ul>
29. Craig Werner (Nepean District Historical Society)	<ul style="list-style-type: none"> <li>• Concern over budget for post-Olympic Marketing Program especially for Penrith Lakes</li> </ul>



## **ATTACHMENT B**

### **Australian Declaration Towards Reconciliation**

**[adopted by Penrith City Council 9 October 2000]**

We, the peoples of Australia, of many origins as we are, make a commitment to go on together in a spirit of reconciliation.

We value the unique status of Aboriginal and Torres Strait Islander peoples as the original owners and custodians of lands and waters.

We recognise this land and its waters were settled as colonies without treaty or consent.

Reaffirming the human rights of all Australians, we respect and recognise continuing customary laws, beliefs and traditions.

Through understanding the spiritual relationship between the land and its first peoples, we share our future and live in harmony.

Our nation must have the courage to own the truth, to heal the wounds of its past so that we can move on together at peace with ourselves.

Reconciliation must live in the hearts and minds of all Australians. Many steps have been taken, many steps remain as we learn our shared histories.

As we walk the journey of healing, one part of the national apologises and expresses its sorrow and sincere regret for the injustices of the past, so the other part accepts the apologies and forgives.

We desire a future where all Australians enjoy their rights, accept their responsibilities, and have the opportunity to achieve their full potential.

And so, we pledge ourselves to stop injustice, overcome disadvantage, and respect that Aboriginal and Torres Strait Islander peoples have the right to self-determination within the life of the nation.

Our hope is for a united Australia that respects this land of ours; values the Aboriginal and Torres Strait Islander heritage; and provides justice and equity for all.

**FOR INFORMATION ON THE ATTACHMENTS  
IN THIS BUSINESS PAPER PLEASE CONTACT  
PENRITH CITY COUNCIL  
ON  
4732 7777  
AND ASK TO SPEAK  
TO THE OFFICER WHO COMPILED THE REPORT**