20 July 2005

NOTICE OF COUNCIL MEETING

A meeting of the Council of Burwood will be held in the Council Chamber, first floor, 2 Conder Street, Burwood on Tuesday 26 July 2005 at 6:00 pm.

Pat Romano
GENERAL MANAGER

Our Mission
Burwood Council will create a quality lifestyle for its citizens by promoting harmony and excellence in the delivery of its services
CONFLICT OF INTERESTS

What is a “Conflict of Interests” - A conflict of interests can be of two types:

**Pecuniary** - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

**Non-pecuniary** – a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

**Remoteness**
A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

**Who has a Pecuniary Interest?** - A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:
- The person, or
- Another person with whom the person is associated (see below).

**Relatives, Partners**
A person is taken to have a pecuniary interest in a matter if:
- The person’s spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. “Relative”, in relation to a person means any of the following:
(a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descend or adopted child of the person or of the person’s spouse;
(b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

**No Interest in the Matter**
However, a person is not taken to have a pecuniary interest in a matter:
- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

**Disclosure and participation in meetings**
- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
  (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
  (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

**No Knowledge** - A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

**Participation in Meetings Despite Pecuniary Interest (S 452 Act)**
A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

**Non-pecuniary Interests** - Must be disclosed in meetings.
There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:
- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

**Disclosures to be Recorded (s 453 Act)**
A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub-Committee must be recorded in the minutes of the meeting.
Burwood Council recognises that Aboriginal people lived along the Cooks River for thousands of years prior to European settlement. They developed an enormous body of knowledge and skill to harness the resources provided by the river and surrounding lands. The Aboriginal people, who lived around Burwood, were known as the Wangal people. Although the Wangal people travelled about in order to trade and search for food, their territory was the land on the southern bank of the Parramatta River. Their boundaries extended to the west of Iron Cove to as far as Homebush Bay, with a southern boundary along the watershed between Cooks River and Sydney Harbour.

AGENDA.

PRAYER

“Lord, we humbly beseech thee to vouchsafe thy blessing on this Council, direct and prosper its deliberations for the advancement of this area and the true welfare of its people.”

APOLOGIES/LEAVE OF ABSENCES

CONFIRMATION OF MINUTES

Recommendation

That the Minutes of the following meetings of Burwood Council:

1. Extraordinary Council Meeting held on Wednesday 22 June 2005;
2. Ordinary Council Meeting held on Tuesday 28 June 2005;
3. Extraordinary Council Meeting held on Tuesday 12 July 2005.

as circulated, be confirmed and signed as a true record of the proceedings of those meetings.

DECLARATIONS OF INTERESTS BY COUNCILLORS

ADDRESS BY THE PUBLIC ON AGENDA ITEMS

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CONFIDENTIAL ITEMS

ITEM 63/05 GENERAL MANAGER’S CONTRACT REVIEW PANEL
Recommendation
That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2)(a) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.

ITEM 64/05 MARMADUKE STREET/WAIMEA STREET PROJECT
Recommendation
That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2)(c) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

QUESTIONS WITHOUT NOTICE
Councillors are required to submit any Questions Without Notice in writing.
REPORT BY SENIOR MANAGER GOVERNANCE

Four (4) petitions (see details below) have been received since the last Ordinary Council Meeting.

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No Decision – Information Item Only

Attachments
There are no attachments for this report.
(ITEM IN12/05) BURWOOD AND DISTRICT HISTORICAL SOCIETY INC.

REPORT BY DIRECTOR OF BUSINESS & CORPORATE SERVICES

Summary

The Burwood and District Historical Society Inc. have written to Council congratulation it on the establishment of a Burwood Heritage Committee and Assistance Fund and the commencement of Shaftsbury East Heritage Study.

Background

Council resolved at its May 2005 meeting to formally establish a Burwood Heritage Advisory Committee to advise Council on local heritage matters within Burwood.

It was also resolved to establish a Heritage Assistance Fund to support owners of heritage properties in caring for their heritage properties.

At the same meeting Council also approved the commencement of a detailed and thorough investigation of the Shaftsbury East Study Area to evaluate the heritage potential of the precinct. Council allocated $25,000 to facilitate the first phase of the project which was an independent Heritage Study of the Study Area.

Proposal

The Burwood and District Historical Society Inc. have now written to Council congratulating Council on passing unanimously resolutions to establish a Burwood Heritage Committee and the Heritage Assistance Fund.

It also congratulated Council on initiating the Heritage Investigation of the Shaftsbury East area.

The society advised that it saw these actions as a positive step towards the protection of the heritage of Burwood.

No Decision – Information Item Only

Attachments

1. Letter from Burwood and District Historical Society Inc  1 page(s)
Burwood and District Historical Society Inc.
P.O. Box 105, Croydon, NSW, 2132
PH.: (02) 9702 5091
Fax: (02) 9743 3805
Email: smcd@trichroma.com.au

22nd June, 2005.

Mayo D. Weiley
Burwood Council
2 Conder Street
BURWOOD NSW 2134

Dear Mr Weiley,

Re: Council Meeting 24th May, 2005

The Society wishes to congratulate Burwood Council on passing unanimously, at the Council Meeting of 24th May, 2005, the resolution of establishing a “Burwood Heritage Committee and Assistance Fund” and also initiating a Heritage Investigation of land known as Shaftesbury East.

These actions are a positive step toward the protection of the heritage of Burwood.

Yours faithfully

S. McDonald
President
A meeting of the Burwood Local Traffic Committee was held on Thursday 14 July 2005. A copy of the Minutes of the meeting (Report 07/05) is attached for Council’s consideration.

**Recommendation**
That the recommendations of Local Traffic Committee (Report 07/05) be endorsed.

**Attachments**
1. LTC July Agenda 14 page(s)
2. LTC July Minutes 8 page(s)
3. LTC July Addendum 12 page(s)
BURWOOD COUNCIL
LOCAL TRAFFIC COMMITTEE
MEETING 4 - 2005
Thursday 14th July 2005
9:30am Committee Room 1
Burwood Council, 2 Conder Street, Burwood

AGENDA

Meeting of Local Traffic Committee, Burwood Council

Confirmation of Minutes of 12th May 2005 – Traffic Committee

Apologies:

New Items:

1. Princes Street, Burwood – Proposed One-way with restricted parking
2. Mosely Street, Strathfield – Alternative bus route
3. Georges River Road, Croydon Park – Speed Signs and Pedestrian Crossings at several locations
4. Seymour Street, Croydon Park – Parking outside No 37

General Business:

Late Items:
LOCAL TRAFFIC COMMITTEE
14th July 2005

1. **Princes Street, Burwood– Proposed One-way and ‘No Parking’ restrictions**

   File No: 178.07.0

   **REPORT BY: ACTING MANAGER TRANSPORTATION**

   **Background**

   Council has received representations on several occasions regarding traffic and parking conditions on Princes Street. Princes Street is a local residential street in close proximity to Burwood Girls High School and Holy Innocents Primary School.

   **Discussion**

   Princes Street is a narrow street with kerb to kerb width of 6.4m. It sees significant amount of activity on a daily basis given the proximity to the school precinct. There is a high level of parking demand generated on account of the special events and activities organised by schools over the weekends. The residents of Princes Street have, on several occasions, informed Council about the congestion and traffic issues in the street. With kerbside parking currently allowed on both sides of the street, the width of the street makes it very difficult to maintain a two-directional traffic flow in the street.

   **Proposal**

   Council had letter-box dropped the residents of the street with the following proposals:

   **Option A** - Princes Street to operate as one-way eastbound with parking restricted to one side and creating a ‘No Parking’ zone on the other side.

   As observed in a number of one-way streets within Burwood LGA, making Princes Street one-way would improve the traffic and parking conditions in the street. It may also help reduce the volume of through traffic as well as demand for parking during special events and allow for a safe passage of vehicles. A ‘No Parking’ zone on the other side would cater for pick and drop arrangement for the residential properties.

   **Option B** - Princes Street to remain two-way as existing with parking restricted to one side and creating a ‘No Parking’ zone on the other side.

   Restricting parking to one side of the street would help in safe vehicular flow through the street and reduce any incidences of damage to parked vehicles. However, it will have minimal effect on the volume of traffic currently using Princes Street.

   Site investigation has revealed that the existing infrastructure on the northern side of the street will support all the signage required to create ‘No Parking’ zone on the northern side of the street. The proposal will not compromise the aesthetic appearance of the street.
LOCAL TRAFFIC COMMITTEE
14th July 2005

Consultation and Submissions

All the residents/business owners of Princes Street were letter box dropped on 22 June 2005 in regards to the above proposal and encouraged to submit written responses. Out of 12 letters distributed, 5 individual responses and a petition signed by 9 residents were received at Council. All the residents are in favour of Option A with a few residents also indicating that they were not in favour of Option B. The residents have also indicated in the petition their preference of introducing ‘No Parking’ zone on the northern side with only one resident on No 66 Lucas Road in favour of ‘No Parking’ zone on the southern side.

Financial Implications

Council shall bear the cost of installation of the appropriate signage to reflect the above changes.

Conclusion

Council considers that making Princes Street one-way in eastbound direction with ‘No Parking’ restrictions on the northern side, subject to RTA’s approval, would address the traffic and parking conditions in the street. It would allow for a safe vehicular flow of traffic and alleviate any incidences of damage to parked resident vehicles.

Attachments:

Sketch Plan: Princes Street/BTC/July/2005

Recommendations:

It is recommended that in accordance with Sketch Plan: Princes Street/BTC/July/2005:

A. Subject to submission of a Traffic Management Plan for RTA’s approval, Princes Street be made one-way in eastbound direction.

B. ‘No Parking’ zone be created on the northern side of Princes Street.

C. Residents of Princes Street be informed of Council’s decision.
LOCAL TRAFFIC COMMITTEE
14th July 2005

2. Mosely Street, Strathfield – Buses for route 461, directed to use Mosely Street

File No: 197.07.0

REPORT BY: ACTING MANAGER TRANSPORTATION

Background

Mosely Street is located in Strathfield and is primarily a residential street subject to a 3-Tonne limit. From Monday, 6th June 2005, State Transit Authority (STA) directed both eastbound and westbound buses on route 461 to Mosely Street giving only few hours notice to Council. The situation has aggravated the residents causing great inconvenience to residents as well as Council.

Discussion

State Transit Authority (STA) had requested permission from Council in August 2004 to alter Route 461 in the westbound direction, to enable it to use Mosely Street in preference to Wentworth Road for westbound services. There would be no changes to the 461 service going in the eastbound direction from Strathfield. Due to resident opposition, and in addition to various other factors, Burwood Local Traffic Committee recommended in October 2004 with Council subsequently resolving as follows;

A. The Roads and Traffic Authority be requested to relocate the stop line and associated loop counters for northbound vehicles on Wentworth Road at its intersection with Parramatta Road to accommodate the turning path manoeuvres of STA buses turning left off Parramatta Road. All such work at no cost to Council.

B. The Roads and Traffic Authority investigate the installation of appropriate signage to warn motorists that buses will be turning from the 2nd lane into Wentworth Road.

C. State Transit Authority and Mosely Street residents be advised of Council’s decision.

Council has written to the Minister of Transport for NSW, Roads and Traffic Authority (RTA) and State Transit Authority (STA) seeking support to re-instate STA buses onto Wentworth Road and prevent them from further using Mosely Street as a bus route. Council has also brought to the attention of the General Manager, Transport Management Centre, RTA, that no action has been taken to the effect of the above-mentioned recommendation of Burwood Local Traffic Committee and that the process needs to be expedited.

20 July 2005

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LOCAL TRAFFIC COMMITTEE
14th July 2005

Consultation and Submissions

The residents of Mosely Street have been informed about Council’s efforts to re-instate buses onto Wentworth Road.

Financial Implications

Costs associated with the relocation of stop line and loop counters must not be borne by Council as per the above recommendation.

Conclusion

Council seeks support from RTA and STA to re-instate the buses on route 461 onto Wentworth Road as soon as practicable.

Attachments

Sketch Plan: Mosely Street/BTC/July/2005
Petition from residents of Mosely Street

Recommendations

It is recommended that in accordance with Sketch Plan: Mosely Street/BTC/May/2005:

A. That in relation to the STA bus route 461 the committee should ensure that the recommendations of October 2004 Burwood Local Traffic Committee be acted upon as a matter of urgency.
Sketch Plan: MOSELY STREET/BTC/JULY/05

Not to scale
Not for construction

Parramatta Road
Wentworth Road
Moore Street

Established route for 461 STA bus services

Relocate the stop line further south to provide for bus turning circle from carriageway lane

Disclaimer Note:
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It is the responsibility of the user to check verify that the quality of the data suits their individual purposes. Burwood Council does not provide any warranties, expressed or implied, for the data.

Date: Jul 2005
Drawn: A Shah

20 July 2005
LOCAL TRAFFIC COMMITTEE
14th July 2005

3. **Burwood Road/Georges River Road, Croydon Park – Additional Pedestrian Phase on the southern approach of Burwood Road**

File No: 040.07.0, 094.07.0

**REPORT BY: ACTING MANAGER TRANSPORTATION**

**Background**

Council has received numerous presentations from the resident and business community of Croydon Park in relation to traffic conditions on Georges River Road. Georges River Road is state road through Burwood Local Government Area and forms a major east-west link to neighbouring Councils.

**Discussion**

Council has received requests from the residents and businesses of Croydon Park to investigate the possibility of installing an additional pedestrian crossing on Georges River Road between Beaufort Street and on Burwood Road. Residents have claimed that they find it very challenging and potentially dangerous to cross Georges River Road between the above mentioned locations in order to access the bus stops on either side of the road. Residents have also expressed their opinion as to the location of the pedestrian crossing stating that it should be closer to existing bus stops to ensure wider benefit to the community.

In addition to that, residents have requested to investigate the possibility of installing the 4th pedestrian phase on southern approach of Burwood Road at the intersection of Georges River Road.

Speeding on Georges River Road has also been identified as a problem especially on the weekends. Council would like RTA to investigate the possibility of improving the signage to contain speeding and Police to increase the frequency of speed checks on Georges River Road to ensure compliance to the speed limit. Council does not undertake speed counts on Georges River Road because it is a State Road.

**Financial Implications**

There are no financial implications for Council should the above works be carried out.

**Attachment**

Sketch Plan: Georges River Road-1/BTC/July/2005
Sketch Plan: Georges River Road-2/BTC/July/2005
LOCAL TRAFFIC COMMITTEE
14th July 2005

Conclusion

Council recommends that RTA investigate the possibility of:

- Pedestrian crossing on Georges River Road between Burwood Road and Beaufort Street
- An additional pedestrian phase on the southern approach of Burwood Road at the intersection with Georges River Road.
- Audit the speed limit signage through Georges River Road shopping precinct.

Council recommends that the Police accommodate an increase in the number of speed checks on Georges River Road.

Recommendations

It is recommended that

A. That the RTA investigate the possibility of an additional mid-block pedestrian crossing on Georges River Road between Burwood Road and Beaufort Street in proximity to existing bus stops.

B. That the RTA investigate the possibility of an additional pedestrian phase on the southern approach of Burwood Road at the intersection with Georges River Road.

C. That the RTA audit the speed limit signage through Georges River Road shopping precinct to ensure pedestrian and road safety.

D. That the Police increase the frequency of speed checks on Georges River Road to increase compliance level.
Investigate the possibility of having a pedestrian phase on the 4th leg of this intersection.
Committee Report - Local Traffic Committee (Meeting of 14 July 2005)

LTC July Agenda

No pedestrian crossing on Georges River Road for 650 mts. in between Burwood Road and Beaufort Street.
LOCAL TRAFFIC COMMITTEE
14th July 2005

4. Seymour Street, Croydon Park – Installation of rubber kerb outside Property No.37

REPORT BY: ACTING MANAGER TRANSPORTATION

Background

Seymour Street is a local street in Croydon Park that has significant vehicular and pedestrian activity at its southern section near Georges River Road. This is attributed to the presence of Croydon Park Primary School, Seymour Street Council car park, Returned Service Men’s Club and Croydon Park Shopping Precinct. Council has received a request from the resident of No 37 to address the issue of driver’s frequent parking across their driveway.

Discussion

The street experiences significant traffic movements due to school drop off and pick up activity, patrons visiting Returned Service Men’s Club and Croydon Park Shopping precinct. There is a significant amount of vehicular activity resulting from visitors to the park adjacent to Croydon Park primary school and event organised by the school. As a result motorists have been observed parking across the driveway of No 37 on a regular basis making it difficult, unsafe and sometimes impossible for the residents to enter or exit from their driveways. The resident has been confronted several times and been abused by motorists. There is a tree approximately four metres north of the driveway with a landscaped (mulch-filled) island around it. This causes cars to overhang on the resident’s driveway at the subject location.

Council considers that one of the following options can address the resident’s concern by physically preventing motorists to park at the subject location:

A. Installing a concrete island or rubber kerbing
B. Installing a rubber lane maker as per sketch plan
C. Installing two bollards
D. Extending the landscaped (mulch-filled) island around the tree to cover the property frontage up to the driveway.

Please refer to the Sketch Plan: Seymour Street/BTC/July 2005

Consultation

The residents have been informed about the proposed options with approximate costs associated with the work

Attachments

Sketch Plan: Seymour Street/BTC/July 2005
LOCAL TRAFFIC COMMITTEE  
14th July 2005

Financial Implications

The residents have been informed that there are no funds allocated for the proposal in Council budget for the financial year 2005-2006 and all costs associated with the approved facility would be borne by the residents.

Conclusion

Council considers that the resident’s concerns can be best resolved by physically preventing parking at the subject location by either one of the above proposed options.

Recommendations

It is recommended that in accordance with Sketch Plan: Seymour Street/BTC/July/2005:

A. That the installation of one of the above proposed device be approved
   ➤ Installing a concrete island or rubber kerbing
   ➤ Installing a rubber lane maker as per sketch plan
   ➤ Installing two bollards
   ➤ Extending the landscaped (mulch-filled) island around the tree to cover the property frontage up to the driveway.

B. That the resident bears all costs associated with the works with no costs to Council.

C. That all the works be carried out to Council standards, either by Council staff or by private contractor.

D. That the residents be informed on Council’s decision.
Report Of Committees Report No. 7
Committee Report - Local Traffic Committee (Meeting of 14 July 2005)
LTC July Agenda

Sketch Plan: SEYMOUR STREET/BTO/JULY/05

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Date: Jul 2005
Drawn: A Shah

20 July 2005
LOCAL TRAFFIC COMMITTEE
14th July 2005

BURWOOD COUNCIL

heritage = progress = pride

LOCAL TRAFFIC COMMITTEE
MINUTES 07/05

A MEETING OF THE LOCAL TRAFFIC COMMITTEE OF BURWOOD COUNCIL WAS HELD IN BURWOOD COUNCIL CHAMBERS, FIRST FLOOR, 2 CONDER STREET, BURWOOD, ON THURSDAY 14TH JULY 2005.

Meeting Commenced at 9:40 am.

ATTENDANCE:

Mayor David Weiley, Burwood Council (Chairperson)
Mr. Colin Clissold, Burwood Council (Director Technical Services & Operations)
Mr. Rolly Lawford, Burwood Council (Senior Manager City Services)
Mr. P. O’Neill, Rep for State Member for Strathfield & Canterbury
Mr. Paul Higgins, Rep for Virginia Judge, State Member for Strathfield
Sgt Dave Taylor, NSW Police Service
Const Attila Yilmaz, NSW Police Service
Mr. Francois La Rue, Roads and Traffic Authority
Mr. Federico Ramos, Roads and Traffic Authority
Mr. Geoff Hardwick, Burwood Chamber of Commerce
Mrs. Agasteena Shah, Acting Manager Transportation, Burwood Council
Mr. Tom Van Dremp, State Transit Authority
Mr. Tony Gatt, State Transit Authority
Mr. Bob Sharp, State Transit Authority
Residents from Mosely Street (Attachment 1)
LOCAL TRAFFIC COMMITTEE
14th July 2005

APOLOGIES:
Mr. Steve Merrill, STA Burwood Depot
Mr. Keith Smith, Projects and Property Manager – PLC
Sgt. Chris Hill, NSW Police Service

Minutes of 12th May 2005 meeting of Burwood LTC adopted.
LOCAL TRAFFIC COMMITTEE
14th July 2005

1. **Princes Street, Burwood – Proposed One-way and ‘No Parking’ restrictions**

File No: 178.07.0

Council explained that it had received representations on several occasions regarding traffic and parking conditions on Princes Street. Princes Street is a local residential street with kerb to kerb width of 6.4m and in close proximity to Burwood Girls High School and Holy Innocents Primary School.

Council thus considered that making the street one-way and restricting parking to one side of the street would help in safe vehicular flow through the street and reduce any incidences of damage to parked vehicles.

Resident of No 66 Lucas Road raised her concerns in relation to safe access to her driveway and requested to have a ‘No Parking’ zone on the southern side to include the frontage of No 14 Lucas Road westwards up to the statutory ‘No Stopping’ zone.

No objections were raised by any member of the Traffic Committee on the recommendations.

The Traffic Committee recommended that as per Sketch Plan: Princes Street/BTC/July/2005 that:

A. Subject to a submission of a Traffic Management Plan for RTA’s approval, Princes Street be made one-way in eastbound direction.

B. ‘No Parking’ zone be created on the northern side of Princes Street and access to No 66 Lucas Road be investigated after the installation.

C. Residents of Princes Street be informed of Council’s decision.
LOCAL TRAFFIC COMMITTEE
14th July 2005

2. Mosely Street, Strathfield – Buses for route 461, directed to use Mosely Street

Council stated that traffic committee had never endorsed the use of Mosely Street as a State Transit Authority’s (STA) Bus Route. Council also stated that it had never endorsed the change to Route 461 from Wentworth Road to Mosely Street and that the map and route appearing on the STA website was not done by Council. Council stated that while it is aware of the fact that Mosely Street is a local road and falls under its jurisdiction, other authorities including those using Council’s infrastructure share the responsibility on operational and public safety grounds. Council also explained that while they had the ability to infringement the bus drivers on local streets but not the STA, it would not be a responsible act because it would be detrimental to STA staff who are merely fulfilling their work duties.

Residents stated that:

- Council had the authority to stop the buses from using Mosely Street and did not.
- Council could stop the buses using Mosely Street by enforcing the 3 Tonne limit as buses were not exempt from this rule due to the fact that Mosely Street was not an established bus route.
- Route 461 buses were not the only buses using Mosely Street.
- Because of difference in slope, Mosely Street had very poor line of sight along the street and residents claimed that 2-3 accidents occurred in a month on the street.
- The issue would not be resolved due to funding shortfalls.
- The STA should redirect the buses down Leicester Avenue.
- They would not agree that Mosely Street be continued to be used as a bus route.
- Their homes were sustaining damage from the vibration produced by all the buses using Mosely Street and demanded to know who would compensate for the damage.

State Transit Authority (STA) stated that:

- They had authorised the change to Mosely Street because of serious road safety issues.
- They had raised issue with Council in the past and requested help in resolving it.
- While they would like to reinstate the buses onto Wentworth Road, they are not in a position to do so until they are satisfied that their safety concerns have been adequately addressed.
- They stated that they had considered other options but Roberts and Philip Street were unsuitable because of speed humps. Leicester Avenue was unsuitable due to increased travel times and timetable complications arising as
LOCAL TRAFFIC COMMITTEE
14th July 2005

Minutes

As a result,

- While they did not wish to have the buses drive contrary to 3 Tonne Limit, they were not prepared to make drivers make unsafe turns.
- STA accepted that fact that all the buses from Burwood Depot which required to use Wentworth Road were currently using Mosely Street.
- They could not address residents concerns over traffic accidents in Mosely Street unless they involved an STA bus.
- They also stated that the residents would have to prove that the buses were responsible for the damage to their homes.
- They would reduce the bus flow through Mosely Street if they could use it until the intersection was redesigned.

Roads and Traffic Authority (RTA) stated that:

- They had produced plans with the stop line moved back 25 metres at the intersection of Wentworth Road and Parramatta Road however they stated that this also created other safety issues of equal concern.
- The other option was widening the intersection which would require land acquisition which was the responsibility of Council.
- Their responsibility was Parramatta Road only and the local network access including bus routes through Council roads were the responsibility of the Council and the STA.
- Any alterations to be carried out would require designs and planning and would take at least 6-7 months.

Recommendations

A. That in relation to the STA bus route 461, the committee should ensure that the recommendations of October 2004 Burwood Local Traffic Committee be acted upon as a matter of urgency.

B. That the reinstatement of buses onto Wentworth Road and associated traffic signal re-design by the RTA be acted upon as a matter of urgency.

C. That there be a 50% reduction in the number of buses using Mosely Street by restricting the Strathfield-bound buses to use Mosely Street and reinstating the city-bound buses onto Wentworth Road from Monday, 25th July 2005.

D. Buses no longer use Mosely Street as a lay-over from Monday, 25th July 2005.

E. That the State Transit Authority ensures that the bus drivers strictly adhere to the 50kph speed limit on Mosely Street.

F. That the RTA, STA, Minister for Transport, State Member for Strathfield and Mosely Street residents be advised of Council's decision.
LOCAL TRAFFIC COMMITTEE
14th July 2005

3. **Burwood Road/Georges River Road, Croydon Park – Additional Pedestrian Phase on the southern approach of Burwood Road**

File No: 040.07.0, 094.07.0

ITEM WITHDRAWN AS IT DOES NOT NEED TO BE PRESENTED AT TRAFFIC COMMITTEE.
LOCAL TRAFFIC COMMITTEE
14th July 2005

4. **Seymour Street, Croydon Park – Installation of rubber kerb outside Property No 37**

   File No: 201.07.0

   Council explained that Seymour Street is a local street in Croydon Park that has significant vehicular and pedestrian activity at its southern section near Georges River Road. This is attributed to the presence of Croydon Park Primary School, Seymour Street Council car park, Returned Service Men’s Club and Croydon Park Shopping Precinct.

   Council has received a request from the resident of No 37 to address the issue of driver’s frequent parking across their driveway.

   Out of a number of options presented to the resident, their preferred option was Option D which is the extension of the landscaped island approximately 1.5m in length and triangular in plan.

   The Traffic Committee recommended:

   A. That installation of the landscaped (mulch-filled) island around the tree to cover the property frontage half-way up to the driveway.

   B. That all costs associated with the works be accommodated in Council’s maintenance budget.

   C. That the residents be informed on Council’s decision.
## LOCAL TRAFFIC COMMITTEE
14th July 2005

### ATTACHMENT 1

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr &amp; Mrs Gilmore</td>
<td>20 Mosely Street, Strathfield</td>
</tr>
<tr>
<td>Mr &amp; Mrs Bardas</td>
<td>39 Mosely Street, Strathfield</td>
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<tr>
<td>Mr &amp; Mrs Cooray</td>
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<td>Rose Cuccher</td>
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<tr>
<td>Irene Young</td>
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<td>Mr &amp; Mrs Ng</td>
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<td>D. Calabretta</td>
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<td>Ms G. Lim</td>
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<tr>
<td>A. Kulikov</td>
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20 July 2005
27 June 2005

Dear Officer,

Re: Proposed one-way on Princes St, Burwood

We are the Residents of Princes Street, Burwood; would like to submit our response on the proposal from the Burwood Council & the Local Traffic Committee to alleviate traffic & parking on Princes Street.

We are considered to accept on option A; which is as following:

***Princes Street to operate one-way flow in an eastbound direction which traffic will enter from Lucas Road and exit to Cheltenham Road
***Parking restricted to south side of Princes Street & creating a "No Parking" zone on the north side of the street.

We are looking to your notifies once decision has been made on the matter.

Yours sincerely,

The Residents
Princes Street
Burwood NSW 2134
LOCAL TRAFFIC COMMITTEE
14th July 2005

2. Mosely Street, Strathfield – Buses for route 461, directed to use Mosely Street

File No: 197.07.0

REPORT BY: ACTING MANAGER TRANSPORTATION

Background

Mosely Street is located in Strathfield and is primarily a residential street subject to a 3-Tonne limit. From Monday, 6th June 2005, State Transit Authority (STA) directed both eastbound and westbound buses on route 461 to Mosely Street giving only few hours notice to Council. The situation has aggravated the residents causing great inconvenience to residents as well as Council.

Discussion

State Transit Authority (STA) had requested permission from Council in August 2004 to alter Route 461 in the westbound direction, to enable it to use Mosely Street in preference to Wentworth Road for westbound services. There would be no changes to the 461 service going in the eastbound direction from Strathfield. Due to resident opposition, and in addition to various other factors, Burwood Local Traffic Committee recommended in October 2004 with Council subsequently resolving as follows;

A. The Roads and Traffic Authority be requested to relocate the stop line and associated loop counters for northbound vehicles on Wentworth Road at its intersection with Parramatta Road to accommodate the turning path manoeuvres of STA buses turning left off Parramatta Road. All such work at no cost to Council.

B. The Roads and Traffic Authority investigate the installation of appropriate signage to warn motorists that buses will be turning from the 2nd lane into Wentworth Road.

C. State Transit Authority and Mosely Street residents be advised of Council’s decision.

Council has written to the Minister of Transport for NSW, Roads and Traffic Authority (RTA) and State Transit Authority (STA) seeking support to re-instate STA buses onto Wentworth Road and prevent them from further using Mosely Street as a bus route. Council has also brought to the attention of the General Manager, Transport Management Centre, RTA, that no action has been taken to the effect of the above-mentioned recommendation of Burwood Local Traffic Committee and that the process needs to be expedited.
LOCAL TRAFFIC COMMITTEE
14th July 2005

Consultation and Submissions

The residents of Mosely Street have been informed about Council’s efforts to re-instate buses onto Wentworth Road.

Financial Implications

Costs associated with the relocation of stop line and loop counters must not be borne by Council as per the above recommendation.

Conclusion

Council seeks support from RTA and STA to re-instate the buses on route 461 onto Wentworth Road as soon as practicable.

Attachments

Sketch Plan: Mosely Street/BTC/July/2005
Petition from residents of Mosely Street

Recommendations

It is recommended that in accordance with Sketch Plan: Mosely Street/BTC/May/2005:

A. That in relation to the STA bus route 461 the committee should ensure that the recommendations of October 2004 Burwood Local Traffic Committee be acted upon as a matter of urgency.
Report Of Committees Report No. 7
Committee Report - Local Traffic Committee (Meeting of 14 July 2005)
LTC July Addendum

Sketch Plan:
MOSELY STREET/BTC/JULY/05

Not to scale
Not for construction

Disclaimer Note:
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it is the responsibility of the user to check
verify that the quality of the data suite their individual purposes. Burwood Council does not provide any warranties, expressed or implied, for the data.

Date: Jul 2005
Drawn: A Shah

20 July 2005
LOCAL TRAFFIC COMMITTEE MINUTES
14th October 2004

(3) **Mosely Street, Strathfield- Proposal to use Mosely Street as Bus Route.**

File no. 159.07.0

The representative from STA gave the Committee a brief outline of the current difficulties that Service 461 was having in accessing Wentworth Road from Parramatta Road.

Council indicated that these issues could be addressed by relocating the stop line and associated loop counters in Wentworth Road, thus avoiding the required diversion via Mosely Street. The consultation process had indicated that residents of this street are opposed to the requested deviation of the bus service on the grounds of noise, pollution, additional traffic etc.

STA indicated that the safety concern of vehicles on the inside lane not being aware that the bus is required to turn from the 2nd lane on Parramatta Road would still be an issue. STA acknowledged however that the bus would still require a partial usage of the 2nd lane to turn into Mosely Street. NSW Police indicated that this requirement of the 2nd lane to turn at Mosely Street may impact on traffic accessing the M4, given its close proximity to Mosely Street.

The Mayor requested that the RTA investigate appropriate signage on Parramatta Road to advise motorists of the bus requirement to turn from the 2nd lane. The Mayor advised STA that it could speak on this issue again when the recommendation were being tabled at Council for resolution. STA to be advised of this date.

The Traffic Committee recommended:

A. The Roads and Traffic Authority be requested to relocate the stop line and associated loop counters for northbound vehicles on Wentworth Road at its intersection with Parramatta Road to accommodate the turning path manoeuvres of STA buses turning left off Parramatta Road. All such work at no cost to Council.

B. The Roads and Traffic Authority investigate the installation of appropriate signage to warn motorists that buses will be turning from the 2nd lane into Wentworth Road.

C. State Transit Authority and Mosely Street residents be advised of Council’s decision.
LOCAL TRAFFIC COMMITTEE
14th October 2004

(3) Mosely Street, Strathfield - Variation to STA Route 461-westbound

REPORT BY: MANAGER TRANSPORTATION

File no. 159.07.0, 235.07.0

Background

Mosely Street is located in Strathfield and is primarily a residential street subject to a 3-Tonne limit. State Transit Authority (STA) has requested permission from Council to alter Route 461 in the westbound direction, to enable it to use Mosely Street in preference to Wentworth Road for westbound services. There would be no changes to the 461 service going in the eastbound direction from Strathfield.

Discussion

Currently, the westbound route of the STA 461 bus service turns left from Parramatta Road into Wentworth Road and right into Cooper Street to access Strathfield Station. The service generally runs every 30mins. The return journey is via the same route. STA has requested that on the westbound run, it would prefer to use Mosely Street instead of Wentworth Road; the eastbound route would not be affected.

The principle reason for this request is the difficulty STA has in negotiating the intersection of Parramatta Road and Wentworth Road. Due to the restrictive width of Wentworth Road, turning path manoeuvres of buses encroach on the northbound lanes, which increase the risk of potential accidents with queuing vehicles in this lane. Furthermore, when buses make the turn from Parramatta Road into Wentworth Road, the rear axle often mounts the kerb, causing concerns for pedestrian safety.

State Transit has indicated that it does not intend providing a bus stop in Mosely Street, thus no resident on-street parking would be lost. The intersection of Mosely Street and Parramatta Road is signal controlled and is significantly wider than the intersection of Wentworth Road-Parramatta Road, thus more conducive to turning manoeuvres for buses.

One aspect that should be noted is the significant vertical alignment transition at Mosely Street off Parramatta Road, with resultant noise issues for vehicles accelerating up the incline.

Consultation

All residents of Mosely Street were letterboxed regarding the proposal on 24th August 2004, with comments sought by 17th September 2004.

Some households have responded several times via letter and petition, thus when collating responses only the common view per household is recorded. Council also received a petition against the proposal signed by 21 Mosely Street residents, as indicated above many who signed, had already written in separately on the matter.
LOCAL TRAFFIC COMMITTEE  
14th October 2004

Results of Consultation

The results of the consultation process are as follows:

- Against the proposal = 20
- For the proposal = 1

A breakdown of the responses by household is provided as an attachment to this report.

Main areas of concern

The consultation process indicates that there is strong opposition to the proposal; with all bar one resident against the proposal. The main areas of concern from replies received include:

- Wentworth Road is a more suitable road for buses;
- Mosely Street has a 3-tonne classification;
- Buses already take short cuts using Mosely Street;
- Concern that a bus stop will be introduced and thus loss of parking;
- Increased congestion and noise pollution in the street;
- Pedestrian safety issues;
- Pavement not designed for buses; and
- Will the eastbound route use Mosely Street.

Conclusion:

The question at hand is the safe movement of the buses from Parramatta Road onto Wentworth Road. Relocating the stop line for northbound vehicles on Wentworth Road southerly by 5 metres would facilitate this movement. This will require the relocation of the loop counters associated with the traffic signals at the intersection. Traffic signals fall under the care and control of the RTA, thus costs associated with this work would require negotiation between RTA and STA.

While Mosely Street does offer a no cost solution to the above issue, residents are very opposed to having a bus route down their street.

Recommendation

It is recommended that:

1) The Roads and Traffic Authority be requested to relocate the holding line for northbound vehicles on Wentworth Road at its intersection with Parramatta Road to accommodate the turning path manoeuvres of STA buses turning left off Parramatta Road. All such work at no cost to Council.

2) State Transit Authority and Mosely Street residents be advised of Council's decision.

20 July 2005
Attachment A:
Responses received from consultation process
Item 3: Proposed variation to STA service 461 via Mosely Street

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<td>39 Mosely Street</td>
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</tbody>
</table>
PETITION TO CEASE BUSES TRAVELLING THROUGH MOSELY STREET STRATFIELD

DATE: JUNE 2005

Dear Mayor David Wiley,

CC: Burwood Council Transport Manager

The residents of Mosely Street, Strathfield are writing to you to express their strong opposition to bus travel routes being changed from Wentworth Road to Mosely Street.

Some of the reasons for the opposition to the change in bus travel routes are as follows:

1. Residents received a letter approximately one year ago assuring them that NO buses would be going through Mosely Street.
2. Local residents have not even been notified in writing of the so-called 'temporary' change to bus travel routes.
3. Local residents have received no notification of this change in order to raise their concerns.
4. Mosely Street is a residential street with many elderly residents; therefore the increase in noise and pollution is not acceptable. Buses are currently travelling through the street from as early as 5.30am until 12am (midnight).
5. Why make any changes to bus travel routes now? There did not seem to be issues before with buses travelling through Wentworth Road; why change things now.
6. If there are issues with Wentworth Road; deal with them. It is not acceptable to MOVE problems to another location.

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>SIGNATURE</th>
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</thead>
</table>

20 July 2005
Route 461 STRATHFIELD ROUTE DIVERSION

Due to safety issues, route 461 services will no longer operate down Wentworth Road and Cooper Street in Strathfield. Instead it will operate down Mosley St, to Parramatta Rd from Monday June 6, 2005 until further notice.

There is currently no opportunity to pick up or set down on Mosley Rd. State Transit apologises for any inconvenience caused.

Other articles available: (last 10)
- Sydney Ferries Timetable Changes - 4 July 2005
- CROWN ST BUS DIVERSION - MONDAY 11 JULY 7am - 5pm
- Argyle St Parramatta Temporary Bus Stop Closure
- Route 461 STRATHFIELD ROUTE DIVERSION
- CROSS CITY TUNNEL Changes to Victoria Road corridor services
- Route 323 & 373-377 Change to City Departure Points
- Chatswood Interchange Temporary Bus Stops
- STA OPERATES FORMER HARRIS PARK BUS SERVICES FROM 28 JANUARY 2005 (Revised Timetables)
- ROUTE 425 Service Changes - Effective Monday 31 January 2005
- ROUTE 305 Service Changes - Effective Monday 31 January 2005


11/07/2005

20 July 2005
(ITEM 53/05) FEES AND CHARGES FOR EVENTS AND COMMUNITY PROGRAMS

REPORT BY MANAGER COMMUNITY SERVICES

Summary
The purpose of this report is for Council to set additional Fees and Charges for a variety of uses associated with a growing range of events and community programs and potential events and programs, including Burwood Festival and associated events and Lunar New Year.

Background

Council may charge and recover an approved fee for any service it provides, other than a service provided for, or proposed to be provided, on an annual basis for which it may make an annual charge.

Services for which an approved fee may be charged include the following:
- Supplying a service, product or commodity.
- Giving information.
- Providing a service in connection with the exercise of the Council's regulatory functions - including receiving an application for approval, granting an approval, making an inspection and issuing a certificate.
- Allowing admission to any building or enclosure.

Section 404(1) of the Act requires details of:
(i) each fee proposed to be charged;
(ii) the type of fee; and
(iii) the amount of the fee.

Section 612 prohibits a Council from determining a fee until it has given public notice of its Draft Management Plan for the year in which the fee is to be made and has considered any submissions received. Council should first adopt its final Management Plan and then fix its fees by resolution.

In the past when proposed Fees and Charges Schedules were being prepared, fees and charges for stall holders associated with events and community programs were not included. These charges were always approved in a separate report to Council relating to the Burwood Festival which was the only event where stalls were hired. However, it is now considered that they should be part of the Fees and Charges Schedule, particularly with the expansion of events where stalls will be used, and should be included in the Annual Schedule of Fees and Charges. These events include, for example:

1. Burwood Festival and associated events
2. Lunar New Year
3. Woodstock outdoor events (eg Jazz night)
4. Outdoor Movies and concerts

These fees include such items as stallholder and electrical tagging fees and also include fees for attendance at Council community programs and workshops. A copy of the 2004/05 fees are also listed in the table.

20 July 2005
The proposed fees have been prepared in accordance with legislative changes, movement of consumer price index and user-pays principle.

Proposal
The proposed additional Fees and Charges Schedule pertaining to events and community programs is attached. Council will advertise the proposed additional fees for a period of 28 days prior to adoption.

Recommendation
1. That in accordance with the Local Government Act 1993, the proposed additional Schedule of Fees & Charges be placed on public exhibition for a period of 28 days from 1 August 2005 to 29 August 2005.

Attachments
1. Burwood Council Fees & Charges 2005/06 - Addendum 3 page(s)
### BURWOOD COUNCIL FEES & CHARGES 2005/06 - Addendum

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<tr>
<td>$55.00</td>
<td>Cool Room Share</td>
<td>$50.00</td>
<td>$5.00</td>
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<td><strong>Category B</strong></td>
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<td></td>
<td>$100 or 25% of takings</td>
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<td>Larger marquee</td>
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<td>POA</td>
<td>POA</td>
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<td>$55.00</td>
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</tr>
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<td><strong>Category D</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
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<td>$9.09</td>
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## BURWOOD COUNCIL FEES & CHARGES 2005/06 - Addendum

<table>
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<th>Event Category/Description</th>
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<th>Category B</th>
<th>Category C</th>
<th>Category D</th>
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<td>$0.72</td>
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| 2004/05 Fee (incl. GST) | $6.00 | $9.00 | $30.00 | $1.97 | $2.00 | $3.63 |

| 2005/06 Fee (incl. GST) | $15.00 | $18.81 | $30.00 | $2.45 | $2.00 | $3.83 |

20 July 2005
(ITEM 54/05) INDUSTRIAL RELATIONS REFORM - REQUEST FOR COUNCIL SPONSORSHIP AT UNION NSW PROTEST DAY ON 7 AUGUST 2005 AT SYDNEY OLYMPIC PARK

File No: U.0005.000

REPORT BY HUMAN RESOURCES MANAGER

Summary

The Labor Council of New South Wales has written to the Mayor requesting Council's support for the upcoming Unions NSW Community Day of Protest on Sunday 7 August 2005 at Sydney Olympic Park.

Proposal

The support sought is to sponsor a banner to be displayed prior to the event and on the day. The 2 metre banner will read “Your Rights at Work – Worth fighting for, Unions NSW Community Day of Protest, Sunday August 7 11am – 2pm, Sydney Olympic Park.”

Consultation

Parramatta City Council has indicated its support by sponsoring two banners and Hurstville Council have indicated an interest. Information as to any other Councils’ sponsoring a banner has been unable to be obtained.

Planning or Policy Implications

No Planning or Policy implications.

Financial Implications

The cost of a one by two metre banner is approximately $500.

Options

Council has indicated support to the union movements fight against the Federal Governments Industrial Relations reforms.

Recommendation

That Council supports the Unions NSW Community Day Protest on 7 August 2005 by donating $500 towards a 2 metre banner which shall read “Your Rights at Work – Worth fighting for, Unions NSW Community Day of Protest, Sunday August 7 11am – 2pm, Sydney Olympic Park.”

Attachments

There are no attachments for this report.
(ITEM 55/05) COMMUNITY RADIO 2RDJ - OUTSTANDING RENTAL

Summary
This report addresses the issue of outstanding rental by 2RDJ for occupancy of rooms within Woodstock dating back to December 2002, recommending that the debt could be partial offset by deducting an amount for use of radio time for advertising of Community events and the weekly Mayor’s message. Furthermore a Memorandum of Understanding to be established for future use of the facility.

Background
Radio 2RDJ, based at Woodstock, suspended payments of rent for use of the premises in November 2002. Previously rent of $537.00 per month had been paid for use of an extensive upstairs section of the Woodstock facility. Early in 2003, the Chairman of 2RDJ advised Council of the Station’s inability to pay rent at that time due to financial constraints however he was confident that the debt could be paid in the future. Council did not pursue the debt, but kept in contact with the Chairman over this period. In 2004, when rent was still unable to be paid, Council commenced negotiations with 2RDJ to recover the funds or offset the debt. While a considerable amount of negotiation took place, no formal agreements were reached during that time. Over this long period, Council also determined not attempted to increase rental repayments for the property for 2RDJ.

In May 2005, 2RDJ paid 3 months rental to Council for the period November 2004-January 2005. An amount of approximately $15,000.00 is currently outstanding.

Proposal
It is proposed that Council offset part of the outstanding debt by agreeing that community broadcasts, including the weekly Mayor’s message, be valued at $300 per month. This amount would then be deducted from the outstanding debt dating back to December 2002, a period of 31 months, resulting in offset of rent totaling $9,300.00.

Consultation
Several meetings have been held between various members of the Board of 2RDJ and Council officers over a lengthy period of time. 2RDJ has been advised that any rental offset, must be determined by resolution of Council, under conditions determined within the structure of Council’s Fees and Charges.

Financial Implications
Council will forgo $9,300 of income over a 31 month period. In addition, Council must now consider a budget offset of rental of $300 per month in return for continued airtime for community messages and the Mayor’s weekly message.

No account has been taken within this report for any future possibility of rental increase in the 2006/07 years and beyond, nor has Council been able to establish the ability for 2RDJ to repay the existing debt or pay a rental component in the future. In addition, there may be a continued reliance on Council’s ability to use and pay for community radio time to ensure the rent can be paid.

Options
Council could choose to pursue repayment of the debt in full.
Conclusion
It is proposed that Council offset part of the outstanding debt by agreeing that community broadcasts, including the weekly Mayor’s message, be valued at $300 per month. This amount would then be deducted from the outstanding debt dating back to December 2002 to June 2005, a period of 31 months, resulting in offset of rent totaling $9,300.00.

Recommendations
1. That Council agrees to offset an amount of $300 per month to subsidise rent for 2RDJ’s occupancy of Woodstock from December 2002 to June 2005.
2. That an invoice reflecting the subsidy be issued to 2RDJ advising that the balance be paid within 90 days.
3. That should 2RDJ not settle the debt, Council seek further legal remedy to obtain the outstanding balance.
4. That pending payment of the outstanding balances, Council establish a Memorandum of Understanding with 2RDJ for their future use of Council’s facility.

Attachments
There are no attachments for this report.
(ITEM 56/05) ASBESTOS INFORMATION BOOKLET

REPORT BY DIRECTOR OF PLANNING & ENVIRONMENT

Summary

To present to Council an Asbestos Information booklet which has been developed for, and will be readily available to the residents of Burwood.

Background

The presence of asbestos in the environment has been identified as a potentially serious public health issue. Asbestos was commonly used in building materials up until the late 1980’s. In view of the risks it poses it has been banned from building products however it still exists in a variety of forms in many buildings throughout Australia.

The information booklet has been produced as an advisory guide to assist residents in dealing with asbestos when it is found on their properties. The guidelines follow the requirements of the NSW WorkCover Authority.

This information booklet also incorporates the existing special conditions of consent for development and demolition approvals which have been developed over time and which have been included in any development or demolition approval where it is likely that asbestos is present. The conditions of consent extend to notifying neighbours in advance when asbestos work is likely to be carried out on an adjoining property.

The booklet will be updated as required.

Recommendation(s)

1. That Council endorses the Asbestos Information Booklet.
2. That the document be made available free of charge to the general public.
3. That Council staff be authorised to update the document as required.

Attachments

1. Burwood Council Asbestos Information 15 page(s)
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  • Health issues ........................................................................................................ 5
  • Where can asbestos be found in the home ......................................................... 6
  • What does asbestos look like .............................................................................. 6
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  • What should I do if I find asbestos ..................................................................... 8
  • Can I remove asbestos from my home myself .................................................. 8
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Introduction

Asbestos has been identified as a hazardous material capable of causing long term illness and can lead to untimely death.

Asbestos building products have been used extensively up until the 1980's as they were a convenient and effective building material. The advent and understanding of asbestos based disease has led to the cessation of use of asbestos in building products and the need for the proper and safe removal and disposal of asbestos as it is encountered in the environment.

Burwood Council has developed this information booklet in recognition of the serious health hazard posed during the demolition or removal of asbestos material. It is a guide and includes conditions that will be applied to all developments, renovations and demolitions where asbestos is found to be present within Burwood Council.

The booklet provides information aimed at protecting the health and safety of workers involved in asbestos removal as well as the residents in adjoining properties through the early detection of asbestos.

This booklet is advisory only and all relevant NSW legislation and guidelines are to be observed when dealing with or handling asbestos.
Definitions

**asbestos** means the fibrous form of those mineral silicates that belong to the serpentine or amphibole groups of rock-forming minerals, including actinolite, amosite (brown asbestos), anthophyllite, chrysotile (white asbestos), crocidolite (blue asbestos) and tremolite.

**asbestos work** means work undertaken in connection with a construction or demolition work process in which exposure to asbestos may occur and includes any work process involving the use, application, removal, mixing or other handling of asbestos or asbestos-containing material.

**bonded asbestos material** means any material that contains asbestos in a bonded matrix. Examples include flat fibro and corrugated or compressed asbestos cement sheeting.

**bonded asbestos removal work** means work in which bonded asbestos material is removed, repaired or disturbed.

**frangible asbestos material** means any material that contains asbestos and is in the form of a powder or can be crumbled, pulverised or reduced to powder by hand pressure when dry. Examples include sprayed limpet, millboard, pipe and boiler lagging.

**frangible asbestos removal work** means work in which frangible asbestos material is removed, repaired or disturbed.

**Asbestosis** is the scarring of lung tissue that can result from the inhalation of substantial amounts of asbestos over a period of years. This can result in breathlessness and in some cases early death. Minor changes in X-ray pictures may exist for many years without symptoms or progression.

**Lung Cancer** risk is related to the amount of fibre inhaled and is increased in persons who also smoke cigarettes. No safe level of asbestos exposure has been identified.

**Mesothelioma** is a cancer of the outer lung lining (pleura) or of the lining of the abdominal cavity. It rarely occurs in less than 15 years from first exposure, and most cases occur over 30 years after first exposure.
PART A – GENERAL INFORMATION & GUIDANCE

What is asbestos?

Asbestos is the name given to a group of fibrous silicate minerals that occur naturally in the environment.

It was commonly used in many building materials between the 1940s and late 1980’s because of its durability, fire resistance and excellent insulating properties. It was also used in brakes, clutches and gaskets of many cars.

The presence of asbestos only poses a risk if it is:
- Broken
- In poor deteriorated condition; or
- Disturbed during activities that produce dust containing asbestos fibres.

There are two major groups of asbestos, the serpentine and amphibole group. The serpentine group contains chrysotile, commonly known as white asbestos. The amphibole group contains amosite (brown asbestos), crocidolite (blue asbestos) and other less common types.

Health Issues

Asbestos fibres are made of very fine fibrils, so as it is further processed or disturbed it becomes finer and more hazardous. The most dangerous fibres are those that are invisible to the naked eye as they penetrate the deepest part of the lung.

Inhaling of fibres brings a risk of asbestosis, lung cancer and mesothelioma. Asbestos-related diseases have a delay period of 20 to 40 years between exposure, onset of symptoms and detection of the disease. Asbestos disease can appear or progress even after a person is no longer exposed.

The disease is generally associated with long-term exposure to asbestos in an occupational setting. However, as the level of exposure that may cause health effects is unknown, exposure to asbestos fibres or dust containing asbestos fibres should always be kept to a minimum.
Where can asbestos be found in the home?

Asbestos fibres may be found either firmly or loosely bound in a number of products once used in the Australian building industry.

A. Bonded Asbestos

Bonded asbestos can be found in ceilings, as wall linings, on eaves and gables and also as a lining under tiles in wet areas. Many outbuildings and sheds have also been constructed using bonded asbestos products.

B. Friable Asbestos

More common uses include commercial ceiling insulation and lagging on pipes.

NOTE:
Asbestos inappropriately buried (not in accordance with environmental legislation) is considered friable asbestos material. Any asbestos cement product, which has been subject to weathering, damaged by heat/fire, hail or other mechanical action or illegal water blasting is friable asbestos and an Asbestos Removal Contractor with an AS1 Licence for friable asbestos is required for its removal.

What does asbestos look like?

It is difficult to identify the presence of asbestos by eye. As a general rule, certain building materials installed before the late 1980s may contain asbestos. Only fibro products made before 1987 contain asbestos. An occupational hygienist can determine if asbestos is present by conducting the relevant testing.

The only way to be certain is to have a sample analysed by a NATA laboratory that is accredited to identify asbestos. This must be carried out before any renovation, maintenance or demolition works proceed.

If you do not want to go to the expense of testing to determine if asbestos is present, then the material must be treated as though it contains asbestos.
Asbestos Checklist

Council recommends a suitably qualified occupational hygienist carry out a thorough inspection of your home should you believe asbestos is present. This checklist is a guide to assist you in locating asbestos in your home before you commence any renovations or building works:

**Table 1.1 – Residential premises**

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<thead>
<tr>
<th>Location</th>
<th>Specific locations</th>
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</thead>
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<tr>
<td>Bathroom, Toilet &amp; Laundry</td>
<td>Asbestos cement (AC) sheet walls, ceilings and floors</td>
</tr>
<tr>
<td>Kitchen</td>
<td>Vinyl floor tiles, the backing to cushion vinyl flooring and underlay sheeting for ceramic tiles</td>
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<tr>
<td>Living areas</td>
<td>Insulation in wood heaters, AC sheeting beneath wood heater hearths</td>
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<tr>
<td>Backyard</td>
<td>Garages, carports and garden sheds</td>
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<tr>
<td>Exterior</td>
<td>Lining under eaves, flat, patterned and corrugated wall and roof sheeting and imitation brick cladding</td>
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<tr>
<td>Other</td>
<td>Electrical meter boards, insulation to hot water pipes and brake and clutch linings</td>
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</table>

**Table 1.2 – Commercial premises**

<table>
<thead>
<tr>
<th>Location</th>
<th>Specific locations</th>
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</thead>
<tbody>
<tr>
<td>Wet Areas bathrooms etc</td>
<td>Behind tiles in wet areas</td>
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<tr>
<td>Fire doors</td>
<td></td>
</tr>
<tr>
<td>Piping</td>
<td>Lagging on water pipes, asbestos cement piping (eg. heater flues)</td>
</tr>
<tr>
<td>Walls and roofs</td>
<td>Flat, patterned or corrugated AC sheeting used for walling and roofing. Bituminous waterproof membrane on flat roofs</td>
</tr>
<tr>
<td>Other</td>
<td>Electrical switchboards and duct heater units, Lift motor rooms and asbestos rope/fabric in expansion joints (eg heater and other exhaust flues)</td>
</tr>
</tbody>
</table>
ATTACHMENT 1
Planning and Environment Report No. 56
Asbestos Information Booklet
Burwood Council Asbestos Information

What should I do if I find asbestos?

In many cases the presence of asbestos-containing building materials in the home is no cause for alarm and these materials can be left in place. For example, internal asbestos sheet walls or ceilings that are in good condition and coated with paint do not pose a risk to health.

If you are undertaking any do-it-yourself renovations you must ensure that you comply with all of WorkCover NSW’s requirements for handling or removing asbestos.

Any damaged or broken asbestos must be removed as it poses a health hazard due to asbestos fibres being released.

Can I remove asbestos from my home myself?

You do not need a licence to remove less than 200m² of bonded asbestos. As asbestos poses a health risk it is important that you comply with WorkCover NSW’s requirements at all times during removal, packaging, transport and disposal.

If more than 200m² of asbestos is to be removed, then a licensed contractor must be engaged to carry out the work.

A licensed professional must be engaged to remove any friable asbestos. Activities such as demolition require Council approval and you should therefore check with Council prior to commencing work.

How do I find a contractor?

For a listing of asbestos removal contractors in your area, refer to your local telephone directory or the Yellow pages.

WorkCover NSW’s Certification Unit can provide licence checks on asbestos and demolition contractors.

Safe work procedures

Attached to this Information booklet as Appendix 2 is the Safe Working Guide for asbestos as published by WorkCover NSW. This provides specific precautions that must be observed for commonly encountered asbestos work.
Transportation and Disposal

All asbestos waste must be transported in a covered leak proof vehicle or in a manner approved by the DEC. Refer to the Occupational Health and Safety Regulation 2001.

Asbestos must be disposed of at a site approved by the DEC or an appropriate disposal authority. Vehicles and their containers must be cleaned before leaving the landfill site.

WorkCover NSW and Council may require tipping receipts for proof of proper disposal – stating the date and load weight of material disposed.

Enforcement


Clean-up notices may direct an occupier of premises at or from which Council reasonably suspects that a pollution incident has occurred, or a person reasonably suspected of causing or having caused pollution, to take clean-up action specified in the notice. This would include the unsatisfactory storage and or disposal of asbestos.

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

Fees are payable to Council, for the issuing of clean-up and prevention notices (currently $320).

Council may also issue a notice directing the owner of a property to remove any damaged and broken asbestos, for example, a damaged asbestos fence.
PART B – DEMOLITIONS OR RENOVATIONS INVOLVING ASBESTOS

This section covers the conditions of consent that will be applied to applications approved by Burwood Council involving the demolition or renovation of buildings containing asbestos materials or dwellings built prior to 1987.

These conditions have been developed in view of the danger posed when asbestos is broken or damaged and will be included in development applications where appropriate.

The aim of these conditions is to ensure the correct handling of asbestos laden materials during and after demolition or renovation and disposal.

Note: These conditions will be reviewed from time to time so as to ensure they reflect current NSW asbestos legislation and guidelines. Prospective applicants, developers and builders are advised to contact Council’s Building and Development Team for a set of current conditions.

Conditions of Consent:

1. A WorkCover NSW licensed contractor must undertake removal of more than 200 square metres of bonded asbestos. Removal of friable asbestos material must only be undertaken by contractor that holds a current friable asbestos removal licence.

2. All removal of asbestos must be undertaken in compliance with the requirements of WorkCover NSW. Refer to their publication “Your Guide to Working with Asbestos”.

3. Demolition sites that involve the removal of asbestos must display a standard commercially manufactured sign containing the words “DANGER ASBESTOS REMOVAL IN PROGRESS” measuring not less than 400mm x 300mm and be erected in a prominent visible position on the site to the satisfaction of Council’s officers. The sign is to be erected prior to demolition work commencing and is to remain in place until such time as all asbestos has been removed from the site to an approved waste facility. This ensures compliance with Clause 259(2) c of the Occupational Health and Safety Regulation 2001.
4. All asbestos waste must be stored, transported and disposed of in compliance with the Protection of the Environment Operations (Waste) Regulation 1996.

5. All asbestos laden waste must be disposed of at an approved waste disposal facility (refer to the DEC or Waste Service NSW for details of sites).

6. Written notice must be provided to Burwood Council and adjoining neighbours at least two (2) working days prior to the commencement of any asbestos works.

Such written notice is to include the following details:

- Date of asbestos removal
- Name, address, contact details (including after hours telephone number) and WorkCover NSW licence number of the demolition contractor (and asbestos removalist if different).

Work must not commence prior to the nominated demolition date.

7. All asbestos cement sheeting must be removed prior to the commencement of:

   a. Brick veneering or re-cladding of any building where the existing walls to be covered are clad with asbestos cement; OR
   b. Construction work where new work abuts existing asbestos cement sheeting and/or where existing asbestos cement sheeting is to be altered or demolished.
Appendix 1

Contact List

Legislation and Codes

Acts and Regulations
www.legislation.nsw.gov.au

Health and Safety
www.workcover.nsw.gov.au

Asbestos: Code of practice and guidance notes
www.nohsc.gov.au

Australian Standards
www.standards.com.au

WorkCover NSW Information Centre 13 10 50

Asbestos Removalists

WorkCover NSW 13 10 50

ARCA 8586 3521
(Assbestos Removal Contractors Association)

Consultants in Occupational Hygiene

Australian Institute of Occupational Hygienists
www.aioh.org.au (03) 9335 2577

Asbestos Disposal

DEC (formerly EPA)
info@environment.nsw.gov.au
www.epa.nsw.gov.au 131 555

WSN (formerly Waste Services NSW)
www.wasteservice.nsw.gov.au 1300 651 116
Appendix 2

The Occupational Health and Safety Regulation 2001 calls up the NOHSC Asbestos Code of Practice and Guidance Notes for any asbestos work. Below are specific precautions and procedures, which are based on the NOHSC publication, for commonly encountered asbestos works.

a) Working with bonded asbestos material including asbestos cement

If these products are maintained in good order they present no significant health risk. However, safety precautions must be taken when working on any product containing asbestos in a way that is likely to generate dust.

All work procedures should be devised to minimise the release of dust and fibres. When working with bonded asbestos you should:

- Use personal protective equipment including coveralls and a suitable respirator. If coveralls are not disposable, then the employer is responsible for laundering contaminated clothing. Coveralls with Velcro type seals are not suitable for asbestos work.
- Use non-powered hand tools as these generate much less dust. Do not use power tools, i.e. abrasive cutters and sanders, on asbestos cement products.
- Use wet methods to dampen down material, or use suitable vacuum attachments fitted with High Efficiency Air Particulate Air (HEPA) filters to reduce the release of dust. Work in well ventilated areas where possible.
- Use drop sheets to collect debris. Precautions should be taken to prevent slip and trip hazards.
- Use wet methods, or only use vacuums fitted with a HEPA filters for cleaning. Caution – do not use household vacuum cleaners which are not fitted with HEPA filters.
- Dispose of waste and collected dust in plastic bags which are clearly labelled asbestos waste.
- Do not abrade or scrub surface. Pre-seal with polyvinyl acetate (PVA) sealant or use paint stripper to remove paint.
b) Removal of asbestos cement products

Special work procedures should be followed when removing asbestos cement products (including sheeting, guttering and downpipes) from buildings and other structures:

- For external work, close all windows and doors on the building
- Rope off the work areas below where the work is to be carried out if there is no ceiling to the building
- When working on roofs, appropriate precautions should be taken to prevent workers from falling off the roof, such as suitable fall restraint devices
- Where practical, seal the asbestos cement with a PVA sealant or wet with water. This should be done well before removal, to ensure that workers do not slip on a wet roof
- Wetting down may not be necessary on previously painted or sealed AC products
- Coveralls and suitable respiratory protection is to be worn during the removal and clean up process
- Gutters are to be wet cleaned and all contaminated waste material collected must be disposed of in an approved manner
- asbestos cement sheeting should have the bolts or screws removed and then the sheets removed with minimal breakage. Asbestos cement products are not to be thrown into the bins or on to the ground, they are to be lowered in as whole sheets where possible
- the asbestos cement products are to be placed on 200μm (micron) plastic sheeting, wrapped and transported to the waste facility as soon as possible to prevent further damage from being left on the site
- If using a building skip or loading directly into trucks, the internal surfaces should be lined with 200μm plastic sheeting and the load securely covered before transporting to a waste facility
- Clean any asbestos cement residues in the roof space and around the removal area with a vacuum cleaner fitted with a HEPA filter.
Any residues of asbestos cement unable to be removed, such as those on timber beams should be sealed with PVA.

c) Removal of friable asbestos:

The procedures as described in the Code of Practice for the Safe Removal of Asbestos [NOHSC: 2002 (1988)] must be followed when removing friable asbestos from buildings and other structures. Only licensed asbestos removal contractors can remove friable asbestos. A permit must be obtained from WorkCover before commencing any work.

NOTE:
It is illegal to re-use or water-blast asbestos cement. You can be fined under the Occupational and Safety Act 2000. Refer to WorkCover NSW's Guidelines for more detailed information on removal.
(ITEM 57/05) INVESTMENT OF COUNCIL’S FUNDS

File No: B.0190.000

REPORT BY DIRECTOR OF BUSINESS & CORPORATE SERVICES

Summary

Grange Securities Limited has been appointed to manage Council’s Investment Portfolio under an Individually Managed Portfolio Agreement. Grange was established in 1995 and has 10 years experience in the local government sector. They have 60 Council clients in NSW and 115 Australia wide (totalling $650 million funds). Their business is growing in the local government sector and their return performance is currently better than other products in the market. As Council’s Fixed Deposit Investments mature the funds have been placed in the Trust Management Account with Grange Securities. Monthly reports from Grange will be provided to Council including an Executive Summary, Portfolio Exposure and Investment Performance v Benchmark. These will be part of the Financial Accountant’s Report on Investment of Council’s Funds as at the end of the month.

In accordance with Clause 16(1) of the Local Government (Financial Management) Regulation 1993, this report also details all money that the council has invested under Section 625 of the Local Government Act 1993.

Background

Councils Investments have been managed by placing funds on fixed deposit for periods ranging from 30 to 90 days. As at 31st May 2005 the average interest return was 5.69%.

The Chief Financial Officer sought information about investment products available to Local Government and it was decided that the CFO and I meet with representatives from Grange Securities to consider the investment strategy available for Councils.

Their Investment Guidelines are:
- To exceed the UBS Warburg Bank Bill Index plus 0.35% after fees, over a rolling twelve (12) month period.
- Portfolio to be Invested in interest bearing securities
- The holdings must meet the Asset Class and Issuer credit rating requirements in accordance with the Minister for Local Government’s Orders
- Maximum exposure to any single issuer of 20% of the portfolio
- All securities must have an active secondary market.

Nil fees for the first 6 months of the Agreement and thereafter 0.065% of funds under management. The fee incorporates reporting, investment policy and strategy consulting and administration and safe custody services.

The indications are that Council’s return on investments will be between 1% and 2% net better than the 90 Day Bank Bill Index over a 12 month period. A copy of a Grange monthly report for a Sydney Council showed a return over a 2 year period of 1.99% above the WDBBI, average interest rate 7.24%. Their investment portfolio averaged $25 million and from October 2001 to December 2004 returned additional income of $1.8 million net above the 90 Day Bill Rate.

During the transition period, the performance report from Grange Securities in June, only covers 10 days activities.
In addition to $7,628,188.90 managed by Grange, there was a 61 days term deposit of $1,000,000.00 with Citibank at interest rate 5.71%, which will be transferred to Grange trust account in July 2005.

**Recommendation**
That the report be adopted.

**Attachments**
1. Portfolio Exposure by Credit Rating 1 page(s)
2. Burwood Council Portfolio 2 page(s)
3. Portfolio Exposure by Security (Top 10) 1 page(s)
## Portfolio Exposure by Credit Rating

<table>
<thead>
<tr>
<th>Stock Code</th>
<th>Security Description</th>
<th>Credit Rating</th>
<th>Maturity/Conversion</th>
<th>Market Value</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRNF_KOS</td>
<td>Green Forest (Koczunzko AAA)</td>
<td>AAA</td>
<td>20/09/06</td>
<td>2,507,500.00</td>
<td>32.9%</td>
</tr>
<tr>
<td>MAQ_CMT</td>
<td>Macquarie Cash Management Trust</td>
<td>AAA</td>
<td>1,578,473.90</td>
<td>20.7%</td>
<td></td>
</tr>
<tr>
<td>GBTR1207</td>
<td>Resnbrandt (Gibralter AA)</td>
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<td>6/12/07</td>
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<td>6.7%</td>
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</tr>
<tr>
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<td>6.7%</td>
</tr>
<tr>
<td>MAGN0010</td>
<td>Magnolia (Flinders AA)</td>
<td>AA</td>
<td>20/03/09</td>
<td>504,245.00</td>
<td>6.6%</td>
</tr>
<tr>
<td>NX4HID</td>
<td>Nexus Bonds - Nexus4 Notes</td>
<td>AA-</td>
<td>23/06/15</td>
<td>502,500.00</td>
<td>6.6%</td>
</tr>
</tbody>
</table>

Summary: **AAA to AA-**  
Exposure range from 0.0% to 100.0%  
Total: 6,623,451.90  86.8%

Credit Rating: **Unrated (ADI only)**  

<table>
<thead>
<tr>
<th>Stock Code</th>
<th>Security Description</th>
<th>Credit Rating</th>
<th>Maturity/Conversion</th>
<th>Market Value</th>
<th>% of Total</th>
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</thead>
<tbody>
<tr>
<td>EBU0310</td>
<td>Elders Rural Bank Sub Debt (Mar-10)</td>
<td>BBB-</td>
<td>23/03/10</td>
<td>503,080.00</td>
<td>6.6%</td>
</tr>
<tr>
<td>BEND909</td>
<td>Bendigo Bank FR Sub Debt (Sep-09)</td>
<td>BBB+</td>
<td>28/09/09</td>
<td>501,650.00</td>
<td>6.6%</td>
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</tbody>
</table>

Summary: **Unrated (ADI only)**  
Exposure range from 0.0% to 50.0%  
Total: 1,004,730.00  13.2%

**Portfolio Total**: 7,628,181.90  100.0%

Note: 'H' indicates a value outside structure.
Burwood Council Portfolio
Executive Summary June 2005

Benchmark: UBS Warburg 90 Day Bank Bill Index
Target Number of Securities: 5 - 25
Portfolio Balance: $7,628,189.90
Total Funds Under Advice: $1 billion in Interest Rate Securities

<table>
<thead>
<tr>
<th>Portfolio Performance</th>
<th>Month</th>
<th>Quarter</th>
<th>Since Inception (15 June '03)</th>
</tr>
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<tbody>
<tr>
<td>Return</td>
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<td>n/a</td>
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<td>Benchmark Index (UBS Warburg 90 Day Bank Bill Index)</td>
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</tr>
<tr>
<td>Benchmark Target (Index + 0.20% p.a.)</td>
<td>n/a</td>
<td>n/a</td>
<td>+0.24%</td>
</tr>
<tr>
<td>Excess Performance</td>
<td>n/a</td>
<td>n/a</td>
<td>-0.04%</td>
</tr>
</tbody>
</table>

Investment Objective
Grange aims to provide Burwood Council with a regular source of income above the rates available in the short-term money market by investing in interest bearing securities.

The portfolio's return objective is to outperform the UBS Warburg 90 Day Bank Bill Index consistently, over rolling twelve month periods.

Investment Style
The portfolio is actively managed from a bottom up perspective, with instruments selected from a diverse range of interest rate securities.

The investment style involves active management of risks to seek to provide a diversified portfolio that minimises risk and achieves consistent returns above the benchmark.

Investment Process
Grange regularly monitors the primary and secondary interest rate markets, in order to identify securities that it considers are under-priced on a yield and relative value basis.

We screen these securities using proprietary credit analysis and valuation models to find suitable investment opportunities with sufficient liquidity.

Grange actively manages interest rate risk by allocating between fixed and floating rate securities when required.

Subject to agreed investment policy guidelines, Grange builds a portfolio, which represents the optimal expected return on a risk adjusted basis.

All securities included in portfolios are authorised investments as per NSW Local Government requirements.

Recommended Exposure Guidelines

Potential Investments
- Bonds
- Debentures
- Term Deposits
- Negotiable Certificates of Deposit
- Transferable Certificates of Deposit
- Floating Rate Notes
- Bank Bills
- Cash Deposits
- Other approved securities

Issued by:
- Government
- Corporates
- Banks
- Building Societies
- Credit Unions
Economic Commentary

For The Month

June marked another rollercoaster month for bond yields, increasing in the first half of the month on evidence of stronger global growth only to fall back again through the second half of the month. Early in the month, US economic indicators were mostly quite strong. Various speeches by Fed governors, including Chairman Greenspan, drew attention to the apparent anomaly of mostly falling long term bond yields during the current lengthy period of Fed policy tightening. The brief lift in US bond yields on apparent Fed concern about low bond yields was overwhelmed later in the month by a sharp lift in oil prices to a record high carrying the potential to crimp future economic growth. Australian bond yields took their lead mostly from US bond yields. The Reserve Bank left the cash rate unchanged at 5.50% for a third consecutive month and economic readings were mostly quite soft, other than the continuing strength running through the monthly employment report. The US 10 year bond yield fell from 3.98% to 3.91%, while the Australian 10 year bond yield fell from 5.15% to 5.11%.

For The Quarter

The June quarter witnessed a turnaround to stronger bond market sentiment after a brief push to higher yields early in 2005. In March, the bond market was still concerned that higher inflation might force a faster lift in cash rates in both the US and Australia. In April, however, confidence about the strength of the US economic outlook was dealt a blow as the major international credit rating agencies downgraded the ratings on the debt of General Motors and Ford. Brief weakness in equity and credit markets drove strong demand for bonds. Another boost for bonds came from unexpected evidence that US underlying inflation pressure might be topping out, promoting speculation that the Fed might pause its “measured pace” cash rate tightening program. Nevertheless, at the end of June the Fed delivered its ninth consecutive 25 basis point increase in the current policy cycle taking the US cash rate up to 3.25%. In contrast, softer Australian domestic demand leading to quite soft economic growth helped to contain wages growth and producer prices, leading to consumer price inflation rising less strongly than expected. As a result, despite confident market expectations of a follow up cash rate increase after the March 25 basis point lift, the Reserve Bank was able to keep the cash rate steady at 5.5% throughout the quarter. The US 10 year bond rallied strongly through the quarter with the yield falling from 4.49% to 3.91%. The Australian 10 year bond rallied from 5.67% to 5.11% over the same period.

For The Year

During 2004-05 bonds in the US and Australia rallied strongly, notwithstanding a quite marked sell off at the end of 2004 extending into early 2005. The bond market rally was without precedent over at least the past 30 years, as it occurred in the face of rising inflation and with both the Fed and the Reserve Bank lifting cash rates. The US Fed increased cash rates eight times taking the US cash rate up two percentage points to 3.25%. The Reserve Bank lifted its cash rate for the first time in fifteen months by 25 basis points to 5.5% in March. The Reserve Bank also made it clear that it expected it would need to increase interest rates further before the current growth cycle is complete. Over the financial year, the US 10 year bond yield fell from 4.58% to 3.91% and the Australian 10 year bond yield fell from 5.86% to 5.11%.

Looking Ahead

The global economic growth outlook does not look as soft as low long-term bond yields seem to imply. Very high oil prices may temper global economic growth in the future but they also reflect the current, very fast pace of global economic growth. Also, current low US bond yields are keeping US mortgage borrowing Interest rates unusually low helping to keep US home mortgage borrowing and the US housing market very strong. As a result, US economic growth looks reasonably well underpinned. While bond yields may stay lower on average over coming years if inflation remains quite well contained, current 10 year bond yields below 4% in the US and around 5% in Australia look too low given still quite strong economic growth prospects.

For further information contact Stewart Calderwood (02) 8259 4800.
## Business and Corporate Services Report No. 57
### Investment of Council's Funds
#### Portfolio Exposure by Security (Top 10)

**Burwood Council Portfolio**

As at: 30/06/05

<table>
<thead>
<tr>
<th>Stock Code</th>
<th>Security Description</th>
<th>Credit Rating</th>
<th>Exposure Limit</th>
<th>Market Value</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRNF_KOS</td>
<td>Green Forest (Kosciuszko AAA)</td>
<td>AAA</td>
<td>20.0%</td>
<td>2,507,500.00</td>
<td>32.9% #</td>
</tr>
<tr>
<td>M4Q_CMT</td>
<td>Macquarie Cash Management Trust</td>
<td>AAA</td>
<td>20.0%</td>
<td>1,578,473.90</td>
<td>20.7% #</td>
</tr>
<tr>
<td>GBFR1207</td>
<td>Rembrundt (Gibraltar AA)</td>
<td>AA</td>
<td>20.0%</td>
<td>512,510.00</td>
<td>6.7%</td>
</tr>
<tr>
<td>SAPH100011</td>
<td>Saphir (Endeavour AAA)</td>
<td>AAA</td>
<td>20.0%</td>
<td>509,190.00</td>
<td>6.7%</td>
</tr>
<tr>
<td>SEL_OCT</td>
<td>Select Access (Octagoonal AAA)</td>
<td>AAA</td>
<td>20.0%</td>
<td>509,040.00</td>
<td>6.7%</td>
</tr>
<tr>
<td>MA4N4009</td>
<td>Magnolia (Flinders AA)</td>
<td>AA-</td>
<td>20.0%</td>
<td>504,245.00</td>
<td>6.6%</td>
</tr>
<tr>
<td>B0130310</td>
<td>Elders Rural Bank Sub Debt (Mar-10)</td>
<td>BBB-</td>
<td>20.0%</td>
<td>503,080.00</td>
<td>6.6%</td>
</tr>
<tr>
<td>NXS1510</td>
<td>Nexus Bonds - Nexus Notes</td>
<td>AA-</td>
<td>20.0%</td>
<td>502,500.00</td>
<td>6.6%</td>
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<tr>
<td>BDN4093</td>
<td>Bendigo Bank FR Sub Debt (Sep-09)</td>
<td>BBB-</td>
<td>20.0%</td>
<td>501,650.00</td>
<td>6.6%</td>
</tr>
</tbody>
</table>

**Total - Top 10** *(Portfolio Total: 7,628,188.90)*  
7,628,188.90  100.0%

**Note:** # indicates a value outside structure.
(ITEM 58/05) DRAFT DEVELOPMENT CONTROL PLAN FOR PUBLIC DOMAIN

File No: T.0220.000

REPORT BY DIRECTOR OF PLANNING & ENVIRONMENT

Summary

Council’s Streetscape Upgrade Policy sets out the public domain requirements for development in relation to undergrounding of cables, upgrading of street lighting and upgrading of paved areas. Recent legal advice indicates that these requirements should be contained in a Development Control Plan to provide Council with a higher level of certainty in applying the public domain requirements.

Background

The Environmental Planning & Assessment Act 1979 gives Council the ability to place conditions on a development consent that require certain works be carried out by the applicant, at the applicant’s expense, as part of the development assessment process.

At its Extraordinary Meeting of 12 October 2004, Council resolved to adopt a Streetscape Upgrade Policy. That Report advised Council that past opportunities for public work upgrades associated with development had previously been a matter for negotiation. The Policy sought to formalise the public domain requirements for development in relation to undergrounding of cables, upgrading of street lighting and upgrading of paved areas.

Whilst this Policy has the status of a Council adopted policy, recent legal advice has suggested that Council’s policy stance could be further strengthened by developing it into a Development Control Plan (DCP) under the Environmental Planning & Assessment Act 1979.

Proposal

A draft DCP would provide guidelines to applicants on the extent of public domain works that would be required as a result of certain types of development. The public domain works include the matters previously considered by Council, that is, undergrounding of overhead cables, upgrading of street lighting and upgrading of paved areas. It may also be appropriate that other public domain works be included.

The Land & Environment Court has referred to DCPs requiring public domain works as a condition of development consent in consideration of appeals in other council areas. Legal advice indicates that if Council were to prepare a DCP that clearly sets out public domain requirements, including undergrounding of cables, Council would be in a better position to enforce the necessary public domain works generated by new development.

The preparation of a DCP would also enable Council to better articulate the application of its policy stance in relation to required public works. In this regard, it is anticipated that the focus of the DCP will be mainly on new medium to larger scale residential, commercial and retail development. Smaller scale (alterations and additions, change of use, etc.) community based development such as churches, childcare centres, charities, etc. would have a lower requirement for the provision of public works.
Consultation
The draft DCP will be publicly exhibited for a period of 28 days, in accordance with the Environmental Planning & Assessment Act 1979 and Regulation 2000. The exhibition of the draft DCP would be notified in the local media and on Council’s website. A further report will be provided to Council on the results of the formal exhibition period.

Planning or Policy Implications
There are significant positive planning outcomes that could be achieved by a new DCP for public domain work. As outlined above, Council’s ability to impose conditions of development consent requiring certain works to be undertaken as part of the development process will be greatly strengthened.

Financial Implications
The cost of any public domain requirements identified in the DCP would be largely met by the applicant of the development.

Options
Council can either proceed with a new draft DCP which would clearly specify public domain requirements, or not proceed with the draft DCP and continue to rely on its adopted policy. If Council does not proceed with the draft DCP, it is unlikely that Council would be as successful in a Land & Environment Court appeal regarding conditions of consent requiring certain public domain works to be carried out. If Council wishes to upgrade the public domain through the development application process, it is appropriate to proceed with the draft DCP.

Conclusion
A draft DCP that clearly specifies the public domain works required as a result of development will provide Council with a stronger policy framework to apply those requirements than it currently has under the Streetscape Upgrade Policy adopted by Council on 12 October 2004.

Recommendation(s)
1. That Council prepare a draft DCP for public domain works.
2. That the draft DCP be placed on public exhibition in accordance with the Environmental Planning & Assessment Act 1979 and Regulation 2000, and the results of the exhibition be reported to Council.

Attachments
There are no attachments for this report.
(ITEM 59/05) RESIDENTS & RATEPAYERS FORUM

REPORT BY SENIOR MANAGER GOVERNANCE

Summary

A slight amendment is proposed to the Guidelines for Council’s Residents & Ratepayers Forum that will allow residents/ratepayers to address the Forum in relation to any matter (even if the matter is listed on the agenda of a Council/Committee Meeting).

Background

At the Council Meeting of 24 May 2005, Council resolved to establish a Residents & Ratepayers Forum with the following structure:

- Forums to be held monthly, prior to the commencement of Council Meetings (i.e. on the 4th Tuesday of each month).
- Forum sessions to commence at 5.00pm and conclude at 5.45pm.
- The Mayor will be the Chairperson of the Forum (in the Mayor’s absence the Deputy Mayor will be the Chairperson. In the absence of both the Mayor and Deputy Mayor, a Councillor elected by the majority of Councillors present will be the Chairperson).
- Forum sessions are not formal meetings of the Council and, as such, no decisions can be made and there will be no quorum (i.e. no minimum number of Councillors required to be in attendance in order for the Forum to proceed).
- Forum sessions will be Minuted and the issues raised will be followed up by Council staff with feedback to Councillors and presenters (if required).
- Forum sessions to be Open to the public generally, unless a resident/ratepayer requests a matter be heard in Closed Session, in which case, it will be the decision of the Chairperson as to whether the matter is heard in Closed Session or not. If a matter is to be heard in Closed Session, the reasons for any decision in this regard must be articulated by the Chairperson and recorded in the Minutes of the Forum.
- Only residents and ratepayers to be allowed to speak at the Forum (with non-residents encouraged to raise any issues they may have with the Council through one of the many other means available).
- The Residents & Ratepayers Forum will only deal with matters that are not on the agenda of Council or Committee Meetings. Residents/ratepayers who want to address the Council (or the Building & Development Committee) in relation to matters on the agenda of meetings can continue to do so through the amended Code of Meeting Practice provisions.
- There is to be a maximum of four (4) presenters per Forum.
- Presenters (residents/ratepayers) are to be allowed a maximum of three (3) minutes to present their issue. Council staff will then be allowed a maximum of three (3) minutes to respond to the issue. A further four (4) minutes per presenter will be allowed for questions from Councillors to either the presenter or the relevant member of staff.
- Residents/ratepayers must register to speak at a Forum by 5.00pm on the Friday prior to any Forum by contacting either the General Manager’s Personal Assistant or the Mayor & Councillors’ Personal Assistant. When registering, residents/ratepayers must indicate the topic that they will be speaking about, to enable the relevant staff to be present at the forum to respond to any issues raised. If less than four (4) residents/ratepayers have registered to speak at any forum, the Chairperson may allow residents/ratepayers to speak regardless of whether they have registered (subject to a maximum of four (4) speakers in total per Forum).
- Discussion, debate or questions involving Councillors or staff is not permitted.
- The subject matter only is to be discussed.
- Personalities are not to be addressed.
Proposal

Council’s inaugural Residents & Ratepayers Forum was held on 28 June 2005. The maximum number of presenters (4) addressed the Forum and, generally speaking, the new structure worked well and was well received by the presenters.

Of the four (4) presenters who addressed the Forum, two (2) presenters spoke on matters that were on the agenda of June Council Meetings. While this was not strictly in accordance with the established structure, it suited the presenters’ requirements. From a presenter’s point of view, the Residents & Ratepayers Forum provides more flexibility and also the opportunity for feedback.

This raises the issue of whether the structure of the Forum should be amended slightly to allow for residents/ratepayers to address the Forum in relation to any matter (even if the matter is listed on the agenda of a Council/Committee Meeting). This could be provided for, simply by deleting the following sentence from the adopted guidelines:

The Residents & Ratepayers Forum will only deal with matters that are not on the agenda of Council or Committee Meetings.

Discussion

While this amendment will afford the opportunity for residents to speak twice on matters listed on the agenda of Council and Committee Meetings (once at the Residents & Ratepayers Forum and again at the meeting), it is not recommended that any further restrictions be placed on “Address by the Public on Agenda Items” for the following reasons:

- Residents may want to address a matter in the Residents & Ratepayers Forum (RRF), in order to obtain feedback on the matter and address the same matter at a Council Meeting, in a more formal environment and for the public record.
- A presenter may, after addressing a RRF, change their view on a matter and wish to convey that amended view to the Council on an agenda item.
- There is no limit on the number of times a resident can address the RRF on any one issue, so it would be inconsistent to prevent an issue being raised in the RRF and also at a Council Meeting (if the matter was listed on the agenda).
- There may be different Councillors in attendance at a RRF and a Council Meeting at which a matter is being heard.
- It may cause difficulties at Council Meetings if residents register to speak on a matter and are refused because they have already spoken on the same matter at a RRF.
- It is good practice, from an “Open Government” point of view to allow residents/ratepayers every possible opportunity to convey there point of view to the Council.

Consultation

Consultation was undertaken prior to the adoption of the structure of the new Residents & Ratepayers Forum in May 2005. Given the minor nature of the proposed amendment, no further public exhibition is considered necessary.
Planning or Policy Implications
The Guidelines for the Residents & Ratepayers Forum have been included in Council’s Code of Meeting Practice (as an Appendix).

Financial Implications
No Financial implications.

Options
This matter is at Council’s discretion.

Conclusion
It is recommended that the Residents & Ratepayers Forum be amended to allow presenters to address the Forum in relation to any matter (whether it is on the agenda of a Council/Committee Meeting or not).

Recommendation(s)
1. That the Guidelines for the Residents & Ratepayers Forum adopted at the 24 May 2005 Council Meeting be amended by deleting the following sentence from the guidelines:

   The Residents & Ratepayers Forum will only deal with matters that are not on the agenda of Council or Committee Meetings.

2. That Council’s Code of Meeting Practice (Appendix A) be amended accordingly.

Attachments
There are no attachments for this report.
COUNCIL MEETING 26 JULY 2005

(ITEM 60/05) AFFIXING OF COUNCIL'S SEAL TO GST PROPERTY LEASE - 7-9 ELM STREET, BURWOOD

File No: 076.0007.00.0000

REPORT BY DEVELOPMENT REVIEW & BUSINESS MANAGER

Summary
Council’s endorsement is required to affix the Council’s Seal to a Deed of Variation to a commercial lease which will attract GST from 1 July 2005 pursuant to GST legislation. To avoid the necessity of further individual reports for what is essentially a routine matter, further endorsement is sought to affix Council’s Seal to other similar lease variations.

Background
Goods and Services Tax (GST) has applied to most leases since 1 July 2000. However, some leases have remained GST free. Generally, these are leases that were entered into before 8 July 1999 for which a review opportunity (such as a market review) has not arisen. For these leases, GST will start to apply from 1 July 2005.

Royal Assent was given to the Commonwealth’s Tax Laws Amendment (Long Term Non Reviewable Contracts) Act 2005 on 22 February 2005 enabling landlords with leases where no review opportunity has arisen to pass their GST on to tenants from 1 July 2005. This has implications for NSW Government agencies from both a landlord’s and a tenant’s perspective if they have leases where no review opportunity has occurred. Council could potentially lose 1/11th of their rent and outgoings as GST, unless they are able to pass on the GST cost to tenants.

One method of rectifying this situation is if the tenant agrees to a GST recovery clause being inserted into the lease. This is the case with the subject lease for 7-9 Elm Street Enfield.

Proposal
To endorse the fixing of Council’s Seal to the Deed of Variation of Lease pertaining to 7-9 Elm Street Enfield and to other Deeds of variation for similarly affected Council owned properties.

Planning or Policy Implications
No Planning or Policy implications.

Financial Implications
Council could potentially lose 1/11th of their rent and outgoings as GST if its commercial leases are not appropriately amended.

Options
There are no suitable options other than to apply appropriate GST clauses to existing commercial leases.

Conclusion
A resolution of Council is required to affix the Council’s Seal to the Deed of Variation of the subject lease and to similar commercial leases variations as they arise.
Recommendation(s)
That the Mayor and General Manager be authorised to sign the Deed of Variation of Lease for 7-9 Elm Street, Enfield, pertaining to the application of the Goods and Services tax, under the Common Seal of the Council.

Attachments
There are no attachments for this report.
(ITEM 61/05) SYDNEY WATER LEVEL 3 MANDATORY WATER RESTRICTIONS

File No: W.0020.000

REPORT BY DIRECTOR OF OPERATIONS & TECHNICAL SERVICES

Summary

This report is designed to advise Council of the change from Level 2 mandatory water restrictions to Level 3 mandatory water restrictions which commenced on 1\textsuperscript{st} June 2005 by Sydney Water Corporation.

Background

In response to the continuing drought, Level 3 mandatory water restrictions commenced on Wednesday 1\textsuperscript{st} June 2005. The main difference between Level 2 and Level 3 restrictions is the decrease from three watering days (before 10am and after 4pm on Wednesdays, Fridays and Sundays) to two – Wednesdays and Sundays only. A one-month period of grace was applied, with new restrictions enforced from 1\textsuperscript{st} July 2005.

The Level 3 restrictions to apply are the same as level 2, but limited to Wednesday and Sunday only:

The restrictions are:

- Hand held hosing of lawns and gardens and drip irrigation is now allowed only on Wednesdays and Sundays before 10am and after 4pm.
- No other watering systems or sprinklers are to be used at any time.
- A permit from Sydney Water is required to fill new or renovated pools bigger than 10,000 litres.
- No hosing of hard surfaces including vehicles at any time.
- No hoses or taps to be left running unattended, except when filling pools or containers.
- Fire hoses must only be used for fire fighting purposes – not for cleaning.

For more information including permitted water usage and a copy of the DIY Water Saving Kit, please ring Sydney Water on 13 10 92 or download a fact sheet about exemptions for businesses from www.sydneywater.com.au

Recommendations

1. That Council advertise this matter on its website and provide information to residents upon request.

2. That Council reviews its operations with respect to water consumption, to ensure it has the appropriate exemptions and policies in place.

Attachments

1. Fact Sheet - Level 3 Mandatory Water Restrictions 4 page(s)
2. Permit for Burwood Council for Approved Activity during Level 3 Restrictions 1 page(s)
LEVEL 3 MANDATORY WATER RESTRICTIONS

FACT SHEET - 'DO IT YOURSELF' WATER-SAVING KIT FOR HOUSEHOLDS

From July 2005, the NSW Government will be offering a free 'Do It Yourself' (DIY) Water Saving Kit to every household in Sydney, Illawarra and the Blue Mountains.

The kits contain easy to install devices for kitchen taps, bathroom taps and showers, along with instructions to help residents install them.

The devices are estimated to produce an average saving of 16,000 litres of water per household per year — meaning that households may be able to save not only water, but money off their water and energy bills as well, as less hot water is used.

To obtain a kit, customers will need to register by phoning the Water Saving Kit hotline from 1 July 2005. The toll-free number for the hotline will be advertised on the Sydney Water website from late June.

As during Level 2 restrictions, customers wishing to fill new or renovated pools will be required to apply for a permit following the instructions on the Sydney Water website. Installation of the DIY kit will not meet the requirements for this permit — these customers are required to participate in a $22 Sydney Water Residential Retrofit or install equivalent devices using the services of a registered plumber.

Tenants of rented properties can also order a kit. However, you should seek the permission of the owner of your property or their representative to install the kit.

The free DIY kits are available to residential customers only. The kits are specially designed to meet the needs of a household, and are intended as a free incentive to households to encourage further water savings.

Contents
The Water Saving Kit contains flow regulators for installation in most shower arms or shower heads, water saving flow regulators for both bathroom basin and kitchen taps, plumbing tape, a service key, assorted washers and instructions.

These devices are easy to install and will save around 16,000 litres per year. Requesting a kit is a free alternative to participating in the $22 Retrofit Program or purchasing a water-efficient AAR-rated showerhead. In addition, participants get to keep their existing showerheads — it will just have a flow regulator installed.

Note: The Kit is not suitable for houses with gravity fed or older instantaneous hot water systems. Please contact your hot water system supplier if you are unsure.

How to obtain a kit
The free kits will be on offer to all households in Sydney, Illawarra and the Blue Mountains from 1 July 2005.

To order a kit, phone the Water Saving Kit hotline after 1 July 2005 and register your details. The toll-free number for the hotline will be advertised on the Sydney Water website from late June.

If you receive a Sydney Water bill, please assist the operator when you phone the hotline by providing the account number on your bill.

Within 14 days you will receive a letter that can be exchanged for a kit at participating Australia Post offices. To receive the kit you will need to sign a tear-off slip at the bottom of the voucher indicating that you will install the devices in your home within 14 days.

The kit can be collected from 250 nominated Australia Post offices in Sydney, Illawarra and the Blue Mountains. A list of participating outlets in various locations, including any near your home address, will be included with your voucher and displayed on the water restrictions pages of www.sydneywater.com.au.

For full details on the kit and Level 3 mandatory water restrictions, visit www.sydneywater.com.au

20 July 2005
LEVEL 3 MANDATORY WATER RESTRICTIONS

FACT SHEET – EXEMPTIONS

Under Level 3 mandatory water restrictions, some changes have been made to the exemption conditions for business customers. These changes have been designed to further reduce water use in this sector, while still allowing businesses to carry out essential activities, which use water.

For example, businesses that are entitled to an exemption to hose hard surfaces (including vehicles) for health, safety or construction activity were previously allowed to use high-pressure water equipment or a hose fitted with a trigger nozzle.

These businesses will now be required to use high-pressure water equipment or install a device in the hose, bigger nozzle or tap that limits the flow rate to 10 litres per minute. This system has been successfully trialled with some groups during Level 2 restrictions.

Hardware stores or plumbing suppliers will be able to advise on suitable hose or tap products, and spray nozzle suppliers can assist with the trigger nozzles.

Another change is that the exemption stickers from Level 1 and Level 2 mandatory restrictions will be replaced with Level 3 stickers. These will be automatically issued to all holders of a valid current exemption permit – you do not need to reapply if you already hold a valid exemption permit. Once received, please replace your old stickers with the new Level 3 stickers.

The exemptions for the use of sprinklers and watering systems remain unchanged. For example, sporting fields and bowling greens can still be watered on Mondays only within the prescribed hours. Conditions for market gardens, nurseries, turf farms and flower growers remain unchanged. Under Level 3, if landscapers need to hose down hard surfaces, they will now need to comply with the new condition outlined above.

Full details of the Level 3 exemptions can be found on the water restrictions pages at www.sydneywater.com.au

Key changes under Level 3 mandatory water restrictions

⇒ Level 3 exemption permits to be issued to replace previous exemption permits
All businesses of an exemption will now need to display a new, orange Level 3 exemption sticker on their premises or vehicle.

If you already hold a valid exemption permit that you obtained during previous phases of restrictions, Sydney Water will automatically send you (prior to 1 July) a new Level 3 exemption permit with the conditions for Level 3, and a new sticker to replace your old one. You do not need to reapply. However, read your new exemption permit carefully to make sure you comply with any new conditions.

⇒ Businesses previously entitled to an automatic exemption now apply for a permit and display a Level 3 sticker
Some businesses have previously not had to apply for an exemption permit, as they have been entitled to an automatic exemption (categories were listed on the Sydney Water website).

These businesses, that have not previously applied for and been issued with a permit but require one for their business activities, must now apply for an exemption permit on-line at www.sydneywater.com.au

Once a valid application has been assessed against the criteria at this site, an exemption permit and conditions will be sent to you within 21 days along with a Level 3 orange sticker for you to display on your premises or vehicle.
LEVEL 3 MANDATORY WATER RESTRICTIONS

FACT SHEET – EXEMPTIONS

⇒ Flow limitation devices
All businesses that are entitled to an exemption to hose hard surfaces (including vehicles) will now be required to use high-pressure water equipment or install a device on the hose, trigger nozzle or tap that limits the flow rate to 10 litres per minute.

Hardware stores or plumbing suppliers will be able to advise on suitable hose or tap products, and spray nozzle suppliers can assist with the trigger nozzles.

A garden hose with a trigger nozzle, which was permitted with these exemptions under Level 2 restrictions, will not meet the 10 litres per minute standard until the flow restricting device is installed.

The Water Restrictions Patrol will be carrying out random audits to ensure compliance.

Fines of $550 apply for businesses found breaching these rules from 1 July 2005,

⇒ Businesses with vehicles on display
A business that has any form of vehicle on display for sale will now only be able to rinse vehicles on one day per week instead of three – either Tuesday, Thursday or Saturday. This includes car, truck, caravan and motorbike dealerships, mobile car detailers and farm machinery retailers.

These businesses will need to nominate one of these days. Their nominated day will be prominently displayed on the exemptions sticker to be provided by Sydney Water. This change has been designed to help reduce water use among this sector.

Like other businesses with an exemption to hose hard surfaces (including vehicles), they will now be required to use high-pressure water equipment or install a device on their hose, trigger nozzle or tap that limits the flow rate to 10 litres per minute.

Hardware stores or plumbing suppliers will be able to advise on suitable hose or tap products, and spray nozzle suppliers can assist with the trigger nozzles.

A garden hose with a trigger nozzle, which was permitted with these exemptions under Level 2 restrictions, will not meet the 10 litres per minute standard until the flow restricting device is installed.

The Water Restrictions Patrol will be carrying out random audits to ensure compliance.

⇒ Government agencies hosing hard surfaces
Any government agency or department is now required to obtain a permit before they hose down any hard surface (including vehicles). Agencies with designated vehicle wash bays will now be required to use high-pressure water equipment or install a device in a tap, trigger nozzle or hose that limits the flow rate to 10 litres per minute to wash vehicles.

Hardware stores or plumbing suppliers will be able to advise on suitable hose or tap products, and spray nozzle suppliers can assist with the trigger nozzles.

A garden hose with a trigger nozzle, which was permitted with these exemptions under Level 2 restrictions, will not meet the 10 litres per minute standard until the flow restricting device is installed.

The Water Restrictions Patrol will be carrying out random audits to ensure compliance.
LEVEL 3 MANDATORY WATER RESTRICTIONS

FACT SHEET - EXEMPTIONS

⇒ Business exemptions for drip irrigation

Businesses that use drip irrigation for plant growth may be eligible for an exemption permit allowing them to use drip irrigation systems more than two days per week. Businesses that may apply include:

- Landscapers - will be permitted to use drip irrigation systems as required during the period during the period that the commercial contractor is responsible for maintaining the site.
- Plant Nurseries (wholesale or retail) - will be permitted to use drip irrigation systems as required to maintain products that are for sale.
- Bosses and Plant Growers, Orchards or Market Gardens - will be permitted to use drip irrigation systems as required for commercial growing.
- Garden Services - will be permitted to use drip irrigation systems while on site.
27th June 2005

The General Manager

Burwood Council

Permit Number: WREC00088

PERMIT TO USE WATER FOR APPROVED ACTIVITY DURING LEVEL 3 RESTRICTIONS.

Activity: USE OF WATER BY COUNCIL FOR HAND HELD HOUSING DAILY

Conditions:
- Hand watering of lawns and gardens is permitted by Council's professional grounds persons (excludes mobile garden services) before 06.00 am and after 08.00 pm daily.
- Hand watering of lawns and gardens is permitted by Council's mobile garden services at any time.
- It is mandatory that hand held hoses must be fitted with a trigger nozzle or other attachment with an on/off switch.

Activity: USE OF WATER BY COUNCIL FOR THE ESTABLISHMENT OF NEW LAWN, GARDENS AND VEGETATION

The following conditions are site specific and operate for a maximum establishment period of 8 weeks.

Conditions:
- The area to be watered must be greater than 150 square metres.
- Automatic sprinklers and watering systems may be programmed to operate from 06.00 am - 08.00 am.
- Sprinklers and watering systems may operate from 06.00 am - 09.00 am and 06.00 pm - 08.00 pm.
- Drip irrigation systems may operate as required during the period while the employee is responsible for maintaining the site.
- The permit holder or their employees must be present at the site during daylight hours.
- Hand held hosing is permitted at any time during the establishment period.
- On the day turf is laid, sprinklers or watering systems may operate during daylight hours for a maximum period of 30 minutes per individual sprinkler head or sprinkler location.
(ITEM 62/05) PROPOSED LEISURE CENTRE ENFIELD - WATERPOLO FACILITY

REPORT BY DIRECTOR OF BUSINESS & CORPORATE SERVICES

Summary
Wests Waterpolo Club has approached Council seeking a meeting with regard to the establishment of a new water polo complex as part of the proposed leisure centre development at Enfield.

Background
Wests Waterpolo is seeking to build and develop independently, or in conjunction with the State Government and Councils from the inner Western Suburbs of Sydney, an aquatic complex suitable for Waterpolo.

Wests Waterpolo consists of ten teams that play in numerous competitions conducted during the summer and winter seasons. The teams range from the top grade which plays in the Australian National Waterpolo League, which is the premier league in Australia, down to the junior grades at under 14 level. It currently has over 120 registered players and is considered one of the strongest junior clubs in Australia. The Club’s head coach is a former Olympic Gold Medalist and immediate past Head Coach of the Australian Waterpolo team since 1991.

Waterpolo is the oldest team sport played at the Olympics and is the third most played team sport in the world after soccer and basketball.

Wests Waterpolo has an intimate connection with Enfield Pool. The Club was formed in 1965 by the amalgamation of the Ashfield and Enfield clubs (then both third division clubs) with the specific aim of the amalgamated club entering first division, which occurred in 1968. For its first few seasons it played and trained at Enfield Pool.

Due to its strength in player personnel, sponsorship, resources and possible funding by the State Government, Wests Waterpolo has now developed to the point where it requires a new facility from which it will train, play and host domestic and international tournaments.

Proposal
Wests Waterpolo are interested in exploring the opportunities of a venture that may be complimentary to both Burwood and Wests Waterpolo as part of the proposed leisure centre development at Enfield.

Planning or Policy Implications
“No Planning or Policy implications.”

Financial Implications
“No Financial implications.”
Recommendation
1. That the General Manager be delegated authority to meet with Wests Waterpolo to discuss the potential inclusion of a water polo facility in the proposed Enfield leisure centre.

2. That the General Manager report back to Council at an appropriate time the outcome of those discussions.

Attachments
There are no attachments for this report.