



Hawkesbury City Council

extraordinary
meeting
business
paper

date of meeting: 21 June 2011
location: council chambers
time: 6:30 p.m.



mission
statement

***“To create opportunities
for a variety of work
and lifestyle choices
in a healthy, natural
environment”***

How Council Operates

Hawkesbury City Council supports and encourages the involvement and participation of local residents in issues that affect the City.

The 12 Councillors who represent Hawkesbury City Council are elected at Local Government elections held every four years. Voting at these elections is compulsory for residents who are aged 18 years and over and who reside permanently in the City.

Ordinary Meetings of Council are held on the second Tuesday of each month, except January, and the last Tuesday of each month, except December. The meetings start at 6:30pm and are scheduled to conclude by 11:00pm. These meetings are open to the public.

When an Extraordinary Meeting of Council is held it will usually start at 6:30pm. These meetings are also open to the public.

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the issues to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager at least two hours before the meeting of those matters they wish to discuss. A list will then be prepared of all matters to be discussed and this will be publicly displayed in the Chambers. At the appropriate stage of the meeting, the Chairperson will move for all those matters not listed for discussion to be adopted. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

Members of the public can request to speak about a matter raised in the business paper for the Council meeting. You must register to speak prior to 3:00pm on the day of the meeting by contacting Council. You will need to complete an application form and lodge it with the General Manager by this time, where possible. The application form is available on the Council's website, from reception, at the meeting, by contacting the Acting Manager Corporate Services and Governance on 4560 4426 or by email at nspies@hawkesbury.nsw.gov.au.

The Mayor will invite interested persons to address the Council when the matter is being considered. Speakers have a maximum of five minutes to present their views. If there are a large number of responses in a matter, they may be asked to organise for three representatives to address the Council.

A Point of Interest

Voting on matters for consideration is operated electronically. Councillors have in front of them both a "Yes" and a "No" button with which they cast their vote. The results of the vote are displayed on the electronic voting board above the Minute Clerk. This was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

Planning Decision

Under Section 375A of the Local Government Act 1993, details of those Councillors supporting or opposing a 'planning decision' must be recorded in a register. For this purpose a division must be called when a motion in relation to the matter is put to the meeting. This will enable the names of those Councillors voting for or against the motion to be recorded in the minutes of the meeting and subsequently included in the required register.

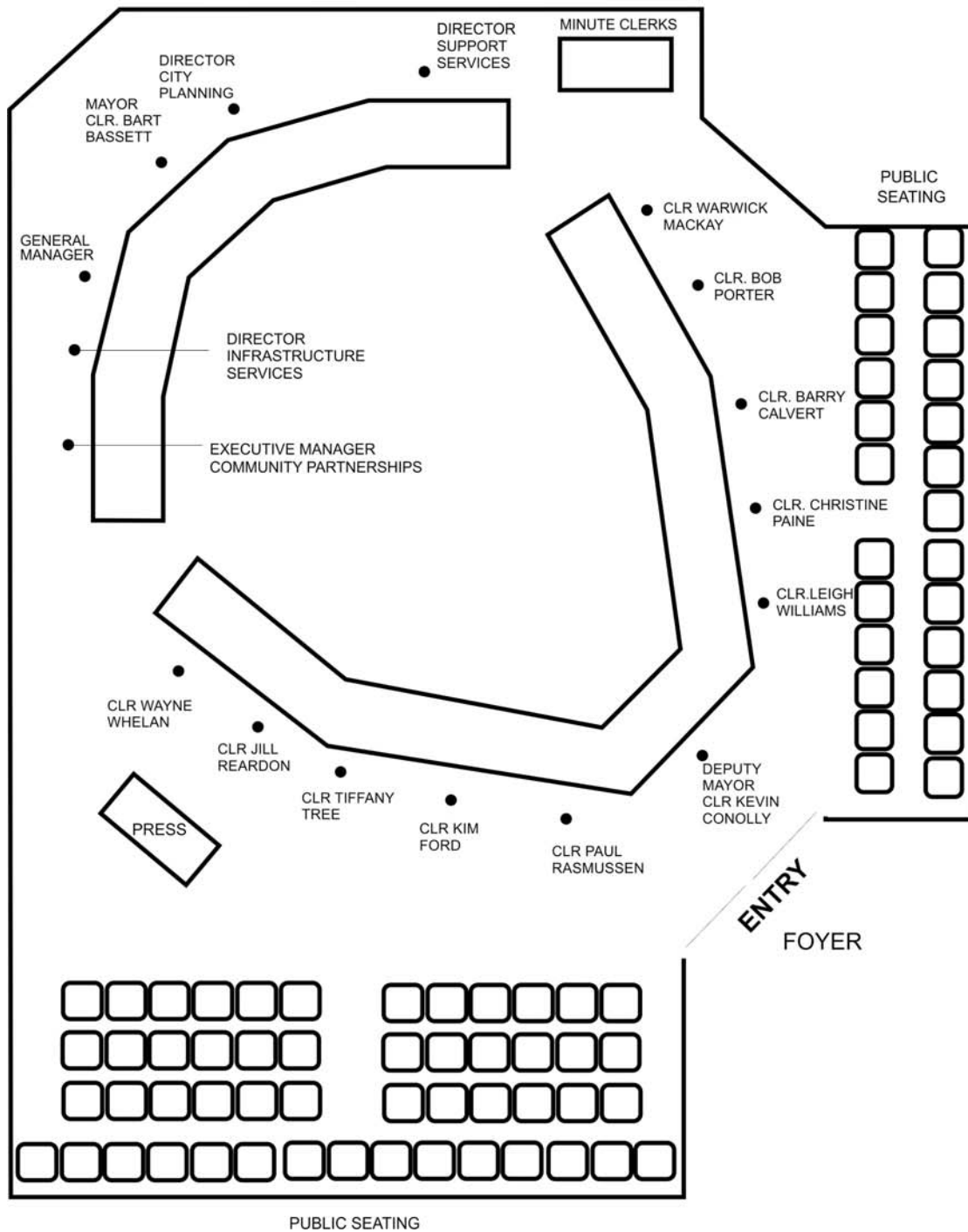
Website

Business Papers can be viewed on Council's website from noon on the Friday before each meeting. The website address is www.hawkesbury.nsw.gov.au.

Further Information

A guide to Council Meetings is available on the Council's website. If you require further information about meetings of Council, please contact the Manager, Corporate Services and Governance on, telephone (02) 4560 4426.

council chambers



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- **APOLOGIES**
- **DECLARATION OF INTERESTS**
- **AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**
- **SECTION 4 - Reports for Determination**

General Manager

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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 121 **GM - Adoption of the 2011/2012 Management Plan and Making and Levying of Rates and Fixing of Charges for the Period 1 July 2011 to 30 June 2012 - (79351, 95496, 96332, 107)**

Previous Item: 81, Extraordinary (19 April 2011)

REPORT:

Executive Summary

At the Extraordinary Meeting of Council held on 19 April 2011 consideration was given to a report in relation to the 2011/2012 Draft Management Plan.

At that meeting, Council resolved that the report be received and that the Draft Management Plan be adopted for exhibition purposes, and be advertised in accordance with the Local Government Act 1993.

In addition, Council resolved that an Extraordinary Meeting be held on 21 June 2011 to consider public submissions received, consider the adoption of the Draft Management Plan, and to make and fix rates and charges for the 2011/2012 financial year.

The purpose of this report is to consider the adoption of the Draft Management Plan and to make and fix rates and charges for the year ended 30 June 2012.

Consultation

The 2011/2012 Draft Management Plan was advertised and placed on public exhibition for a period of 32 days in accordance with the Local Government Act 1993.

Background

At the Extraordinary Meeting of Council held on 19 April 2011, Council resolved as follows:

"That:

1. *The report regarding the Draft Management Plan 2011/2012 be received.*
2. *The Draft Management Plan 2011/2012, incorporating Council's Strategic and Operational Plan, Budget Estimates and Revenue Pricing Policy, subject to amendments regarding the Kerbside Collection Clean Up Service that may be resolved by Council at the Extra-Ordinary Meeting of 3 May 2011 being incorporated in to the document, be adopted subject to the following amendment for exhibition purposes and be advertised in accordance with Section 405 of the Local Government Act 1993:*
 - a. *Additional funding of \$3,500 for the Christmas Lights Program be provided from Line Item 6013 Administration Building Windsor (Page IS 17 – Capital)*

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3. *An Extra-Ordinary Meeting of Council be held on Tuesday, 21 June 2011 to consider any public submissions received in respect of the Draft Management Plan 2011/2012 and to consider the adoption of these documents and to make and fix rates and charges for the year ended 30 June 2012.*
4. *Councillors be entitled to three recordings of Council Meetings annually without charge, and that the fee, in accordance with Council's Fees and Charges, be applied for any further recordings."*

As referred to in Part 2 of the resolution, Council considered a report regarding the Kerbside Collection Cleanup Service at the Extraordinary Meeting held on 3 May 2011. At that Meeting, Council resolved, in part,

"That:

2. *The charges to each property for the kerbside waste collection service to be incorporated in Council's Draft Management Plan 2011/2012 be as follows:*
 - (a) *One on-call collection service - \$17.94 per annum*
 - (b) *Additional collection service - \$77.24 per additional service*
 - (c) *The price for a mattress to be collected from a premise in an urban area is \$24.41 + GST and in a rural area \$28.79. This includes pick up and recycling paid directly to Transpacific Cleanaway Pty Ltd.*
3. *The bulky waste cleanup service cost be incorporated into the Domestic Waste Management Charge from the 2011/2012 rates notice and future years."*

The amendments were subsequently made to the 2011/2012 Draft Management Plan in respect of the reallocation of funds towards the Christmas Lights Program, as resolved in Part 2a of Council's resolution on 19 April 2011, and in respect of the Kerbside Collection Cleanup Service, as resolved by Council on 3 May 2011.

There were no further changes made to the 2011/2012 Draft Management Plan documents considered by Council at the Extraordinary Meeting of 19 April 2011.

Public Submissions

In accordance with Part 2 of Council's resolution of 19 April 2011 outlined earlier, the 2011/2012 Draft Management Plan, incorporating the amendments detailed above, was advertised in accordance with Section 405 of the Local Government Act 1993.

The exhibition period for Council's 2011/2012 Draft Management Plan concluded on Monday, 6 June 2011.

Following the conclusion of the exhibition period, no public submissions were received in respect of the 2011/2012 Draft Management Plan.

Amendments Proposed

Some amendments to the 2011/2012 Draft Management Plan documents placed on exhibition are proposed and these amendments are as follows:

- *Draft Management Plan (Part 3) – Revenue Pricing Policy*
 - (a) In the Draft Revenue Pricing Policy placed on public exhibition, in the Support Services – Financial Services Section, Page 108, under Part B, Rating Services, B3.1, the fee for a Section 603 Certificate was proposed to be \$60.00. In the Circular issued by the Division of Local Government dated 21 April 2011, a fee of \$65.00 has been determined for Section 603

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Certificates for 2011/2012. It is therefore proposed to reflect this determination in the adopted Revenue Pricing Policy.

- (b) In the Draft Revenue Pricing Policy placed on public exhibition, in the City Planning - Town Planning & City Planning Services Section Page 38, under Part C, Additional Application Fees, charges were proposed as follows:

Integrated Development

C1.1	DA add-on fee payable to Council	\$110.00 <i>In addition to Development Application Fee</i>
C1.2	Fee payable to each approved body	\$250.00 <i>In addition to Development Application Fee</i>

Development Requiring Concurrence

C2.2	Fee payable to each concurrence authority	\$250.00
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These fees are set by statute and have recently been increased and therefore are proposed as follows:

Integrated Development

C1.1	DA add-on fee payable to Council	\$140.00 <i>In addition to Development Application Fee</i>
C1.2	Fee payable to each approved body	\$320.00 <i>In addition to Development Application Fee</i>

Development Requiring Concurrence

C2.2	Fee payable to each concurrence authority	\$320.00
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- (c) In accordance with Section 566 of the Local Government Act 1993, the Minister for Local Government sets the maximum interest rate that can be charged by Council on overdue rates and charges. The Draft Revenue Pricing Policy placed on public exhibition did not stipulate a proposed interest rate charged by Council, as, at the time, Council was still awaiting advice from the Division of Local Government. At the time of preparing this report, the amount has not been determined. Council will apply the maximum amount for 2011/2012 as determined by the Minister, upon advice of the amount.

Council, at its meeting on 31 May 2011, considered a report regarding NSW Rural Fire Service (Item No 112), and resolved, as follows:

“That the revised 2011/2012 Rural Fire Fighting Fund estimates as submitted by the NSW Rural Fire Service be endorsed in principle.”

The 2011/2012 budget allocation to this program, included in the exhibited 2011/2012 Draft Management Plan, was based on estimates submitted to Council late last year. As the revised estimates, endorsed in principle by Council at the Meeting on 31 May 2011, result in a minor variation from the exhibited amount, no adjustment is recommended in relation to the exhibited 2011/2012 Draft Management Plan.

Making the Rates for the 2011/2012 financial year

- *Rates in the dollar 2011/2012*

As stated in the Draft Revenue Pricing Policy placed on public exhibition, the rates in the dollar in the recommendations in this report differ slightly to those placed on public exhibition. It is prudent to incorporate valuation changes up to the final Rating Resolution to ensure Council's valuation base remains as up to date as possible, to minimise carryovers and thereby maximising potential revenue.

- *Variation of General Income for 2011/2012*

On 10 December 2010, IPART announced a 2.8% general increase in terms of Section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2011. Also included in the general income calculations was the remaining "catch up" available to Council from 2010/2011 in line with Council resolution (Item No 66) of 30 March 2010.

The recommendation at the end of this report details the rate in the dollar and applicable minimum charge for each rating category in the Hawkesbury LGA based on the above.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Be financially sustainable to meet the current and future needs of the community based on a diversified income base, affordable and viable services.

and is also consistent with (or is a nominated) strategy in the Community Strategic Plan being:

- Maintain and review sustainable long term financial framework.

Financial Implications

The adoption of the recommendations in this report will result in the 2011/2012 Draft Management Plan, including the Revenue Pricing Policy and Budget Estimates, as placed on exhibition and incorporating the changes proposed in this report, being adopted for the 2011/2012 financial year.

RECOMMENDATION:

That:

1. The 2011/2012 Draft Management Plan, placed on public exhibition, incorporating Council's Strategic and Operational Plan, Budget Estimates and Revenue Pricing Policy, be adopted subject to the following changes as outlined in the report:
 - a) Revenue Pricing Policy - Part 3 of Management Plan
 - i) The fee applicable to a Section 603 Certificate be amended to \$65.00 as detailed in the report.
 - ii) Fees C1.1, C1.2 and C2.2 in the City Planning - Town Planning & City Planning Services Section of the document be amended as follows:

Integrated Development

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C1.1 DA add-on fee payable to Council \$140.00
In addition to Development Application Fee

C1.2 Fee payable to each approved body \$320.00
In addition to Development Application Fee

Development Requiring Concurrence

C2.2 Fee payable to each concurrence authority \$320.00

- iii) Rates in the dollar for 2011/2012 to incorporate valuation charges up to the final Rating Resolution.
- iv) Interest rate on overdue rates and charges for 2011/2012 is the maximum amount permitted, when determined by the Minister.
2. Council Make and Levy the following Rates and Fix the following Charges for the 2011/2012 financial period in accordance with Section 535 of the Local Government Act 1993. (Land Values used for calculation of rates have a Base Date of 1 July 2008):

Residential Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named Residential in accordance with Section 543 (1), of point three two five zero six four (0.325064) cents in the valuation dollar, be levied on all properties categorised as Residential in accordance with Section 516. These properties will be subject to a minimum rate of \$469.00 in accordance with Section 548.

Farmland Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named Farmland in accordance with Section 543 (1), of point two four three seven nine eight (0.243798) cents in the valuation dollar, be levied on all properties categorised as Farmland in accordance with Section 515. These properties will be subject to a minimum rate of \$469.00 in accordance with Section 548.

Business Category

In accordance with Section 535 of the Local Government Act 1993, an Ordinary rate named Business in accordance with Section 543 (1), of point three two five zero six four (0.325064) cents in the valuation dollar, be levied on all properties categorised as Business in accordance with Section 518. These properties will be subject to a minimum rate of \$469.00 in accordance with Section 548.

Domestic Waste Management Service

For 2011/2012, in accordance with Section 496 of the Local Government Act 1993:

- A "Weekly Domestic Waste Mgt Charge 240L" annual charge of \$373.30 be made for a 240 litre bin, for each weekly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a weekly domestic waste service is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Mgt Charge 120L" annual charge of \$236.14 be made for a 120 litre bin for each weekly domestic waste service to an occupied property which is categorised

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- as Residential or Farmland, and for which a weekly domestic waste service is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
- A “Fortnightly Domestic Waste Mgt Charge 240L” annual charge of \$236.14 be made for a 240 litre bin, for each fortnightly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a fortnightly domestic waste service is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
 - A “Fortnightly Domestic Waste Mgt Charge 120L” annual charge of \$165.81 be made for a 120 litre bin for each fortnightly domestic waste service to an occupied property which is categorised as Residential or Farmland, and for which a fortnightly domestic waste service is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling and one kerbside pickup for the financial year.
 - A “Wkly Domestic Waste Availability Charge” annual charge of \$107.90 be made for parcels of land where a weekly domestic waste service is available but the service is not utilised.
 - A “Fortnightly Domestic Waste Availabil. Chg” annual charge of \$53.95 be made for parcels of land where a fortnightly domestic waste service is available but the service is not utilised.

In accordance with Section 575 of the Local Government Act 1993, where a property is owned and occupied by an eligible pensioner(s), a rebate amounting to 50% (fifty percent) of the combined rates and domestic waste service charges up to a maximum of \$250.00 (two hundred and fifty dollars) in annual concession be granted for 2011/2012.

Business Waste Management Service

For 2011/2012, in accordance with Section 501 of the Local Government Act 1993, a Waste Management Service annual charge of \$430.36 be made for a 240 litre bin, and an annual charge of \$263.34 be made for a 120 litre bin for each weekly waste service to a property which is categorised as business and for which a weekly waste service is utilised.

Sewerage Service

For 2011/2012, in accordance with Section 501 of the Local Government Act 1993, the following range of annual charges be made for the provision of sewerage services.

- Connected Residential Properties \$542.90
- Unconnected Residential Properties..... \$361.55
- Unconnected Business Properties..... \$364.30
- Business - Category 1 (<1,000 litres per day) \$631.90
- Business - Category 2 (1,001 - 5,000 litres per day) \$3,168.40
- Business - Category 3 (5,001 - 10,000 litres per day) \$6,311.55
- Business - Category 4 (10,001 - 20,000 litres per day) \$12,584.65
- Business - Category 5 (>20,000 litres per day) \$12,584.65
- Additionally, a trade waste volume charge of \$2.27 per kilolitre, be charged to category 5 properties for each kilolitre in excess of 20,000.

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Where a residential property receiving this service is owned by a pensioner(s) eligible for an Ordinary Rate pensioner rebate, then a rebate amounting to \$271.45 be granted to the owner(s) in annual concession for 2011/2012.

Sullage Pump-Out Services

For 2011/2012:

- In accordance with Section 501 of the Local Government Act 1993, a Sullage Pump-out Service annual charge of \$1,245.00 be made for the provision of a fortnightly sullage pump-out service to residential properties.
- In accordance with Section 501 of the Local Government Act 1993, a Sullage Pump-out Service annual charge of \$2,490.00 be made for the provision of a weekly sullage pump-out service to residential properties.
- In accordance with Section 577 of the Local Government Act 1993, where a property receiving a sullage pump-out service is owned by pensioner(s) eligible for an Ordinary Rate pensioner rebate, and the property is occupied solely by the eligible pensioner(s), then a rebate amounting to \$622.50 be granted to the owner(s) in annual concession for 2011/2012. Rebates are not available to properties occupied by adults who are ineligible for the Ordinary Rate pensioner rebate.
- In accordance with Section 502 of the Local Government Act 1993, additional pump-outs can be requested at a cost of \$86.00 per extra service.
- In accordance with Section 502 of the Local Government Act 1993, emergency after hours pump-outs be charged at \$108.00 per service.
- In accordance with Section 502 of the Local Government Act 1993, a charge of \$15.50 be made for each 1,000 (one thousand) litres of effluent pumped out from commercial and industrial properties for services being conducted on request.

Interest Charges

In accordance with Section 566 of the Local Government Act 1993, the interest rate charged on overdue rates and charges for 2011/2012 by Council, be set at the maximum permitted by the Minister for Local Government.

ATTACHMENTS:

There are no supporting documents for this report.

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This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.