



Hawkesbury City Council

extraordinary
meeting
business
paper

date of meeting: 18 June 2013
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 generally held on the second Tuesday of each month (except January), and the last Tuesday of each month (except December), meeting dates are listed on Council's website. 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 also be held on a Tuesday and 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 items 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 by 3:00pm on the day of the meeting, of those items they wish to discuss. A list of items for discussion will be displayed at the meeting for the public to view.

At the appropriate stage of the meeting, the Chairperson will move for all those items which have not been listed for discussion (or have registered speakers from the public) to be adopted on block. 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 an item raised in the business paper at the Council meeting. You must register to speak at a Council meeting. To register you must lodge an application form with Council prior to 3:00pm on the day of the meeting. The application form is available on the Council's website, from the Customer Service Unit and by contacting the Manager - Corporate Services and Governance on (02) 4560 4426 or by email at council@hawkesbury.nsw.gov.au.

The Mayor will invite registered persons to address the Council when the item is being considered. Speakers have a maximum of five minutes to present their views. The Code of Meeting Practice allows for three speakers on the Proponent side (i.e. in support) and three for the Respondent side (i.e. in objection). If there are a large number of speakers for one item, speakers will be asked to organise for three representatives to address the Council for either the Proponent or Respondent side (six speakers in total).

Voting

The motion for each item listed for discussion will be displayed for Councillors and public viewing, if it is different to the recommendation in the Business Paper. The Chair will then ask the Councillors to vote, generally by a show of hands or voices. Depending on the vote, a motion will be Carried (passed) or Lost.

Planning Decision

Under Section 375A of the Local Government Act 1993, voting for all Planning decisions must be recorded individually. Hence, the Chairperson will ask Councillors to vote with their electronic controls on planning items and the result will be displayed on a board located above the Minute Clerk. 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. This electronic voting system was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

Business Papers

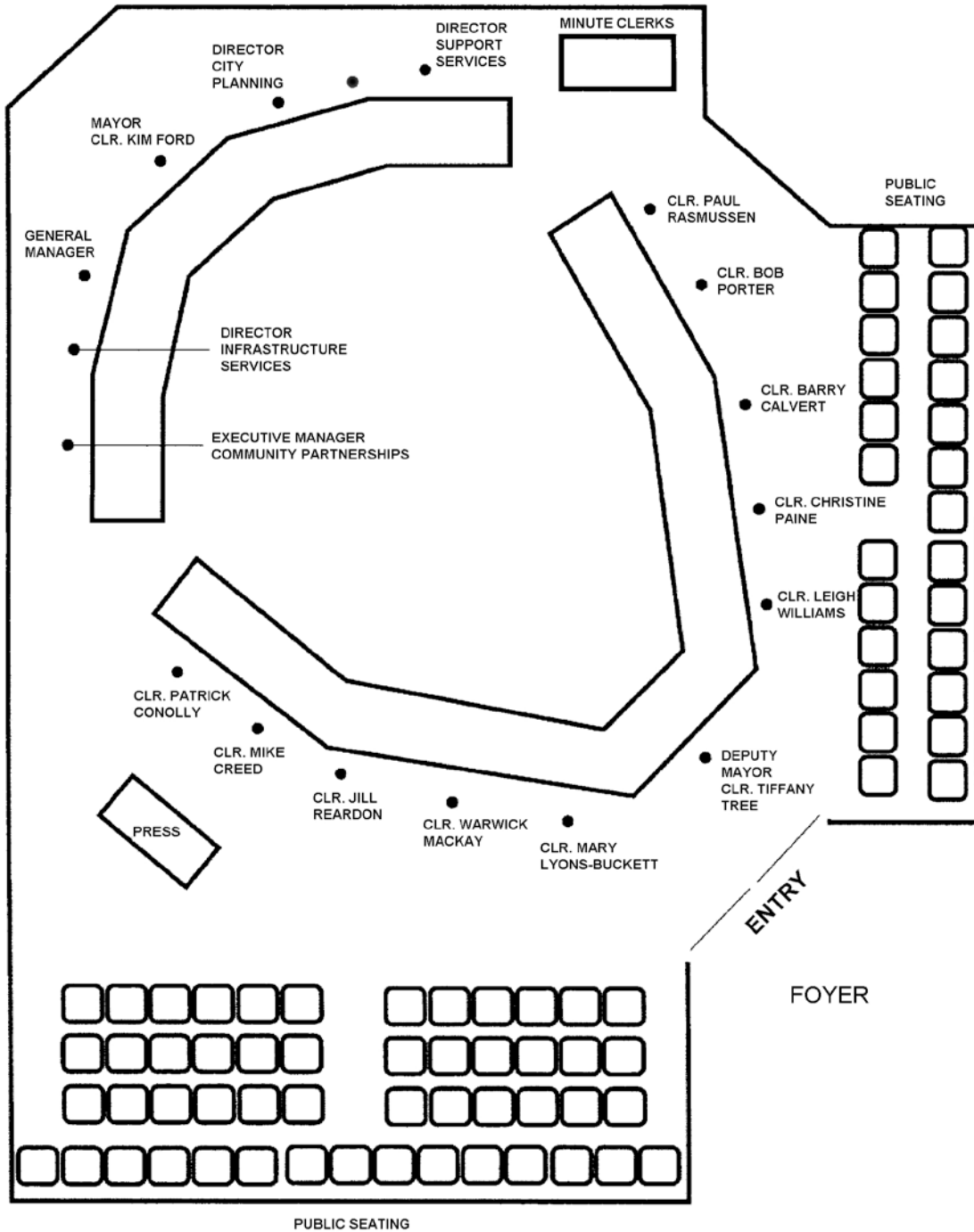
Business papers can be viewed online from noon on the Friday before the meeting on Council's website: <http://www.hawkesbury.nsw.gov.au>

Hard copies of the business paper can be viewed at Council's Administration Building and Libraries after 12 noon on the Friday before the meeting, and electronic copies are available on CD to the public after 12 noon from Council's Customer Service Unit. The business paper can also be viewed on the public computers in the foyer of Council's Administration Building.

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.

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- **APOLOGIES**
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General Manager

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extraordinary

section 4

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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 108 **GM - Adoption of Delivery Program 2013-2017 and Operational Plan 2013/2014 and Making and Levying of Rates and Fixing of Charges for the Period 1 July 2013 to 30 June 2014 - (79351, 95496, 96332, 107)**

Previous Item: 64, Extraordinary (23 April 2013)

REPORT:

Executive Summary

At the Extraordinary Meeting of Council held on 23 April 2013, consideration was given to a report in relation to the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014.

At that meeting, Council resolved that the report be received and that the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 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 18 June 2013 to consider public submissions received, consider the adoption of the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014, and to make and fix rates and charges for the 2013/2014 financial year.

The purpose of this report is to consider submissions received and to make and fix rates and charges for the year ended 30 June 2014.

Consultation

The Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 were advertised and placed on public exhibition for a period of 30 days in accordance with the Local Government Act 1993.

Background

At the Extraordinary Meeting of Council held on 23 April 2013, consideration was given to a report regarding the Draft Delivery Program 2013-2017 and the Draft Operational Plan 2013/2014. Council resolved as follows:

"That:

1. *The General Manager's report regarding the Draft Delivery Program 2013 - 2017 and Draft Operational Plan 2013/2014 be received.*
2. *The Draft Delivery Program 2013 - 2017 and Draft Operational Plan 2013/2014 be adopted for exhibition purposes and be advertised in accordance with Section 404 and 405 of the Local Government Act 1993.*
3. *An Extra-Ordinary Meeting of Council be held on Tuesday, 18 June 2013 to consider any public submissions received in respect of the Draft Delivery Program 2013 - 2017 and Draft Operational Plan 2013/2014 and to consider the adoption of these documents and to make and fix rates and charges for the year ended 30 June 2014."*

Public Submissions

In accordance with Part 2 of the above resolution, the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 were advertised in accordance with Section 404 and 405 of the Local Government Act 1993.

The exhibition period for Council's Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 concluded on Friday, 31 May 2013.

Following the conclusion of the exhibition period, 24 public submissions were received in respect of the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014.

A summary of the submissions and comments addressing the submissions are as follows:

1. Ms Jackie Verzi

In the e-mail dated 30 May 2013, the author opposes the residential rate increase, including the 3.4% increase in the notional yield and the redistribution of 8% of the rates burden from rural residential to residential properties. The author believes it is not equitable that residential properties in outlying areas pay more for services that they do not receive, while those residents on large acreage receive a reduction in their rates.

Comments (Chief Financial Officer)

Council has increased its rate revenue by 3.4%, which is the maximum allowable amount set by the Independent Pricing and Regulatory Tribunal (IPART). The 3.4% applies to all councils in NSW. While total rate revenue will be increasing by 3.4%, Council has made a decision to change the way that the rates will be distributed across different rating categories. In considering the structure of the rating base that the Council utilises it has decided to alter the distribution of how the Notional Yield is collected providing for approximately 65%, 20%, 10% and 5% to be collected from Residential, Rural Residential, Business and Farmland rating categories, respectively. This will mean that rates in some categories will be increasing by more than 3.4% and rates in some categories will be decreasing.

Council has made this decision on the basis that it considers it is a more reasonable way to distribute rates.

2. Mr Cyril Wood

In the e-mail dated 31 May 2013, the author is of the view that it is unfair to distribute the notional yield in such a way that rural residential rates receive a decrease in their rates, resulting in residential rates increasing above rate pegging.

The author also opposes the introduction of the green waste bin and charge.

Comments (Chief Financial Officer)

Refer to the comments above in regard to the submission concerning rates redistribution.

The introduction of a containerised green waste collection service complements numerous other actions being undertaken by Council to reduce its impact on the environment whilst at the same time achieving cost savings through energy savings and reducing exposure to environmental charges. The introduction of a containerised green waste collection service is aimed at diverting waste from landfill and hence reducing Council's carbon footprint. The proposed service was subject to a comprehensive public consultation process over a three month period in 2011. 83% of the respondents indicated that they were generally willing to pay up to \$78 per annum, for this service. Based on results of the consultation process Council determined to proceed with the introduction of this service. The proposed charge for 2013/2014 is proposed to be \$60.00 pro rata at \$45.00 based on a commencement date of 30 September 2013.

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The green waste bin charge can be offset by opting for a smaller normal waste bin. For example, for 2013/2014, the charge for the 240 litre waste bin weekly service, including the additional green waste charge, is \$464.11. The corresponding charge for the smaller 140 litre bin is \$310.11. With the introduction of the green waste bin, residents have the opportunity to divert organic waste from the normal waste bin and hence reducing the need for the large bin resulting in a net saving of \$154.00 for 2013/2014.

3. Mr Trevor Devine

In the letter dated 31 May 2013, the author congratulates Council on the proposed rating structure with regard to the redistribution of the notional yield resulting in a reduction in rural residential rates, as he is of the view the proposed structure is more equitable and aligned with similar rates in other council areas. With regard to the Business Rate, the author proposes further refining to separate industrial from commercial properties and consideration of a base rate accordingly.

The author also provided comments in regard to the following fees and charges in the Draft Operational Plan 2013/2014:

- Fees and Charges Item D1.2.4 – Ashes placed in Coffin (per urn – max 2) – Concern over cost
- Fees and Charges – E1.9.5 a) b) c) – Concern over minimum fee being charged in addition to pro rata tonnage rate for waste disposal.
- Use of word “surcharge” on weighbridge dockets and the rounding at fees at the waste facility.

Comments (Chief Financial Officer)

Refer to the comments above in regard to the submission concerning rates redistribution.

With regard to the Business Rate, the suggestions are noted and Council, through the annual Operational Plan process will continue to reassess the most equitable way to distribute the rating burden through the Business Category by assessing the merits of different rating structures that may be appropriate for the category and its sub-categories.

The exhibited rating structure for the Business Category and Sub-Categories thereof, subject to the changes in this report relating to the inclusion of the latest valuation changes are deemed adequate for 2013/2014 financial year and no change is proposed.

Comments (Director Infrastructure Services)

Fees and Charges Item D1.2.4 – Ashes placed in Coffin (per urn – max 2) – Concern over cost

This fee of \$228 is for placement of urns, in conjunction with the burial of a coffin. The fee covers the administrative cost for recording the burial as well as the provision of an engraved plaque. The fee is not considered unreasonable.

Fees and Charges – E1.9.5 a) b) c) – Concern over minimum fee being charged in addition to pro rata tonnage rate for waste disposal.

The minimum fee charge (for amounts less than 20kg) incorporates a base charge for overheads, site supervision/surveillance, sorting, recycling and statutory reporting. This fee is not considered to be a deterrent for residents to practice appropriate waste disposal.

It should be noted that the fee of \$10 is affordable and substantially less than the minimum fee of \$63.80 charged at Blacktown Waste Service Facility, for construction and demolition waste.

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A discrepancy has been noted in the Draft Fees for Item E1.7.2 (Mixed loads containing no recyclable materials) Waste loads more than 20kg (minimum charge). This fee should have read \$14.45 rather than \$4.33. To further simplify the charges and encourage appropriate waste disposal, it is recommended that the minimum fees for Item E.1.7.2 and Item E.1.9.5 (b) be reduced to \$10 and the wording be altered to record "base charge" to more accurately reflect the nature of the charge.

Use of word "surcharge" on weighbridge docket and the rounding of fees at the Waste Facility.

The docket will be modified to reflect the nature of the "base charge".

The rounding of fees is aimed at facilitating operational issues and cash handling efficiencies.

4. Ms Jill Vincent on behalf of Friends of Wilberforce Cemetery; Mr Geoffrey Bowd; Mr Donald Cobcroft; Ms Susan Hamilton; Mrs Coral Haeusler; Ms Marilyn Long; Mr Ian Nicholls; Ms Judy O'Neill; Paul Bushell/David Brown Heritage Grave Restoration Project; Mr Peter and Ms Helen Reichenbach; Mr N and Ms Audrey Robinson; Ms Judy Sanders; Ms J Smith; Ms Geraldine Starbrook; Ms Valmai Tuckerman; Mrs Maureen Turner; and Ms Louise Wilson

Various correspondence was received from the above 17 organisations and individuals regarding Wilberforce Cemetery. The submissions covered the following matters associated with Wilberforce Cemetery:

- Appreciation for the work that Council has already completed on the Lower Section of the Cemetery and the high quality of maintenance work around the monuments.
- Requesting Council to complete the Top Section (former Wesleyan Section) of the Cemetery.
- Requesting Council to apply for grants to carry out works at the Cemetery.
- Completion of the works referred to in the Conservation Management Plan, which was approved by Council in 2008 including:
 - Development of the Top Section as a Memorial Garden
 - Searching for unmarked graves
 - Installation of signage at the Top Section
 - Establishment of a new Columbarium
 - Formalise Clergy Road
 - Installation of bollards to block traffic access across the Cemetery
 - Provide new row markers
- Providing signage and publicity to inform the public that the Cemetery is open for new burials and cremations.
- Clearing noxious weeds and maintain bushland area
- Installing heritage signage
- Providing an alternative access to the rear of St John's Church

Comments (Director Infrastructure Services)

Funding of \$10,000 has been allocated in the 2013/2014 Budget to enable development of an entry and memorial area in the Wesleyan Section, within the constraints of the bushland on this site. Further works including a columbarium, row markers and road construction as well as other issues identified in the submissions involve substantial costs and will be the subject of grant applications where possible. Signage will be placed to inform the community that the Cemetery is open, and promotion of this and other Council cemeteries will be further reviewed as part of a broader strategy for managing our cemeteries.

5. Maraylya Progress Association

A submission dated 29 May 2013 was received by the Maraylya Progress Association in relation to various road matters within the Maraylya area.

Comments (Director Infrastructure Services)

Upgrade of Scheyville Road, Pitt Town

A further stage of reconstruction of Scheyville Road has been included in the 2013/2014 Budget, an amount of \$200,000. Works in this stage will extend from the previous stage near Dormitory Hill Road. Further works will be submitted for possible future grant funding.

Upgrade of Dunns Road due to narrow width

Whilst funding has not been provided for reconstruction and widening, it is proposed to carry out shoulder improvements to enhance traffic conditions.

Maintenance of unsealed section of Midson Road and removal of stockpiles

Whilst the stockpiled materials will be progressively removed, when fill material is required, it is not proposed to upgrade the road as this would encourage further traffic. Funding priority in this area should be to maintain existing sealed roads, including Scheyville Road.

6. Kurrajong Community Forum, Inc

A letter dated 2 April 2013 was received from Kurrajong Community Forum, Inc stating that there is no town plan for Kurrajong and has requested that money be made available in the budget for the preparation of a Master Plan for Kurrajong Village.

Comments (Director City Planning)

Whilst there is currently no specific plan for the Kurrajong Village, the locality is covered by Council's Planning Instruments in a similar manner to the remainder of the Local Government Area. In this regard, there are zonings to deal with land use permissibility and prohibition as well as building height limits and setback requirements. It should also be noted that under the current Planning Legislation a "Master Plan" has no statutory standing and these plans are utilised mainly for the development of public areas such as streetscape and open space works.

There are currently funds in the Budget (Operational Plan Part 1, Looking After People and Place, Actions 2.1 and 2.2) for the preparation and implementation of Master Plans for Windsor and Richmond. It is proposed that future budgets, particularly having regard to the proposed changes in the Planning Legislation, will propose funding for similar planning work for all village and town centres.

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7. North Richmond and Districts Community Action Association Inc (NRDCAA)

A letter dated 30 May 2013 was received from North Richmond and Districts Action Association Inc (NRDCAA) raising a number of matters in relation to detail contained in the Draft Delivery Program and Draft Operational Plan, including an expectation that the documents would be more clearly accessible, and difficulties with the non-definitive nature of the documents. The submission also requested more details about planned activities.

Comments (Director City Planning)

The Delivery Program sets out four year activities and the Operational Plan breaks those activities down into one year actions. The two documents are number and colour coded to link the four year activities with the one year actions, e.g., Delivery Program four year activity No. 15 is broken down into Operational Plan one year actions 15.1 – 15.7, etc.

See the comments above in relation to the specific issue raised regarding Master Plans.

Comments (Director Infrastructure Services)

More detail on scheduled maintenance activities including heritage and other signage maintenance, road resealing and pedestrian safety and footpaths.

Budget provisions for maintenance activities are included in the operational budgets. Works are undertaken on both a reactive and programmed basis. Inventories are being progressively prepared for all asset classes to develop asset management strategies and programs. The road resealing program is being finalised based on current condition assessment and an amount of \$1,600,000 is allocated in 2013/2014 for this activity. A draft program is provided below however, this list is subject to change throughout the year based on condition assessment and operational requirements. In addition, capital projects including major road rehabilitation projects are shown in the capital budget.

SUBURB	ROAD	DESCRIPTION
AGNES BANKS	THE DRIFTWAY N/A	CH.44 FROM CASTLEREAGH ROAD TO CH419
BILPIN	VALLEY RIDGES ROAD	BELLS LINE ROAD TO END OF BITUMEN
CENTRAL MACDONALD	ST. ALBANS ROAD	PROPERTY NO.1213 TO PROPERTY NO.1218
EBENEZER	MURRIWONG GROVE	THE RIDGEWAY TO START CUL-DE-SAC
EBENEZER	SACKVILLE ROAD	NO.640 (OLD SHOP) TO ENTRY TO HOUSE NO.679
EBENEZER	STANNIX PARK ROAD	LOCKART ROAD TO SACKVILLE ROAD
FREEMANS REACH	CREEK RIDGE ROAD	KURMOND ROAD TO SHEPHERDS ROAD
FREEMANS REACH	DOROTHY STREET	KURMOND ROAD TO START OF CUL-DE-SAC
FREEMANS REACH	RESERVE ROAD	GODALLA ROAD TO KURMOND ROAD
FREEMANS REACH	KURMOND ROAD	MARLENE STREET TO CHANGE IN SUR/AGE AT NO.
GLOSSODIA	BOOMERANG DRIVE	SPINKS ROAD TO CHANGE OF SURFACE AGE AT NO.86
GLOSSODIA	BOOMERANG DRIVE	IAN STREET TO THE END
GLOSSODIA	MACQUARIE PLACE	MITCHELL DRIVE TO BOOMERANG DRIVE
GLOSSODIA	SPINKS ROAD	PROPERTY BOUNDARY NO.287/291 TO ROSE STREET
GLOSSODIA	VALLEY WAY	TENNYSON ROAD TO CHANGE OF SURFACE AGE
GROSE VALE	CABBAGE TREE ROAD	PROPERTY NO.16 TO THE GRAVEL INTERSECTION OF THE LOOP ROAD
GROSE VALE	CABBAGE TREE ROAD	STH INTERSECTION OF LOOP ROAD TO PROPERTY BOUNDARY OF NO.'S 293/297
GROSE VALE	CABBAGE TREE ROAD	SEALED SECTION OF LOOP ROAD
GROSE VALE	GROSE VALE ROAD	BELLS ROAD TO GROSE WOLD ROAD

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SUBURB	ROAD	DESCRIPTION
KURRAJONG	CEDAR RIDGE ROAD	LAWRENCE RD TO CHANGE IN SURFACE AGE AT CH 1146
KURRAJONG	CEDAR RIDGE ROAD	CHANGE OF SURFACE AGE AT CH 2699 TO CHANGE IN SURFACE AGE AT NO.291
KURRAJONG	KURRAJONG ROAD	WOODBURN ROAD TO CHANGE IN SURFACE AGE
KURRAJONG	KURRAGLEN PLACE	PEEL PARADE TO START CUL-DE-SAC
KURRAJONG	LINKSVIEW PLACE	PEEL PARADE TO START AC CUL-DE-SAC
KURRAJONG	MCMAHONS PARK ROAD	PARK ENTRY TO TIMBER AMENITIES BUILDING
KURRAJONG HEIGHTS	BELLBIRD AVENUE	BELLS LINE ROAD TO THE END
KURRAJONG HEIGHTS	PECKS ROAD	BELLS LINE ROAD TO DABAGE PLACE
KURRAJONG HEIGHTS	STANLEY AVENUE	BELLBIRD AVENUE TO THE END
KURRAJONG HEIGHTS	WITHERS LANE	TOMAH STREET TO THE END
KURRAJONG HILLS	HERMITAGE ROAD	MILL ROAD TO HOUSE NO.86
KURRAJONG HILLS	HERMITAGE ROAD	PROPERTY NO.116 TO PROPERTY NO.144
KURRAJONG HILLS	HERMITAGE ROAD	MOUNTAIN VEIW CLOSE TO START ASPHALT TURNING AREA
LOWER MACDONALD	ST. ALBANS ROAD	CH 2898 FROM FERRY RAMP TO CH 3903
LOWER MACDONALD	WALMSLEY ROAD	HOUSE NUMBER 35 TO START OF CUL-DE-SAC
MOUNTAIN LAGOON	MT LAGOON ROAD	CH9204 (FROM BLOR) TO THE END & CH13413 TO 13499
MULGRAVE	MULGRAVE ROAD	WINDSOR ROAD TO ANIMAL SHELTER
MULGRAVE	RAILWAY SOUTH ROAD	GROVES ROAD TO PARK ROAD SOUTH
NORTH RICHMOND	BRAHMA ROAD	TERRACE ROAD TO THE END
NORTH RICHMOND	GROSE VALE ROAD	1.793KM WEST OF B/L RD TO 2.186KM WEST OF B/L RD
NORTH RICHMOND	KEDA CIRCUIT	BOUNDARY NO.37& 39 KEDA CIR. TO MATHERSON AVENUE
NORTH RICHMOND	MONTI PLACE	MOKARI STREET TO CHARLES STREET
NORTH RICHMOND	MOKARI STREET	MONTI PLACE TO PECKS ROAD
NORTH RICHMOND	MEADOWS ROAD	KURMOND ROAD TO START OF A/C CUL-DE-SAC
NORTH RICHMOND	TERRACE ROAD	END OF FACTORIES TO BRAHMA RD & INCLUDING THE SEVICE RD FOR NO.'S 182 TO 190
NORTH RICHMOND	YEOMANS ROAD	BELLS LINE ROAD TO END OF BITUMEN
OAKVILLE	OAKVILLE ROAD	END ASPHALT SURFACE TO OLD STOCK ROUTE ROAD
OAKVILLE	OLD STOCK ROUTE ROAD	CONCRETE BRIDGE TO SAUNDERS ROAD
PITT TOWN	PITT TOWN DURAL ROAD	CATTAI ROAD TO AIRSTRIP ROAD
PITT TOWN	LAGOON ROAD	BATHURST STREET TO END OF SEALED ROAD
PITT TOWN BOTTOMS	PITT TOWN BOTTOMS ROAD	CH 5223 FROM BATHURST ST TOWARDS PITT TOWN ROAD
RICHMOND	BOURKE STREET	FRANCIS STREET TO WINDSOR STREET
RICHMOND	HOBART STREET	PITT STREET TO HOUSE NO.
RICHMOND	MARCH STREET	EAST MARKET ST TO BOURKE ST - EXCLUDE A/C INTERSECTION AT PAGET ST
RICHMOND LOWLANDS	RIDGES LANE	OLD KURRAJONG ROAD TO THE END OF THE SEALED ROAD
SACKVILLE	WEST PORTLAND ROAD	ENTERANCE TO NO.232 TO PROPERTY NO.321
SOUTH WINDSOR	ARGYLE STREET	CHURCH STREET TO GEORGE STREET
SOUTH WINDSOR	CHURCH STREET	BELL STREET TO RAILWAY
SOUTH WINDSOR	DICKSON LANE	GEORGE STREET TO ARGYLE STREET
SOUTH WINDSOR	GEORGE STREET	START MEDIAN ISLAND TO MACQUARIE STREET
SOUTH WINDSOR	HAM STREET	MACQUARIE STREET TO MILEHAM STREET

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SUBURB	ROAD	DESCRIPTION
SOUTH WINDSOR	MULLINGER LANE	ARGYLE STREET TO GEORGE STREET AT HOUSE NO.'S 461 & 459
SOUTH WINDSOR	EATHER LANE	BELL STREET TO ARGYLE STREET
SOUTH WINDSOR	EATHER LANE	DRUMMOND STREET TO HAM STREET
ST ALBANS	SETTLERS ROAD	START OF SEAL AT NO.352 TO BRIDGE
ST ALBANS	SETTLERS ROAD	CONCRETE BRIDGE TOWARDS ST ALBANS
TENNYSON	GRIFFINS ROAD	TENNYSON ROAD TO THE END
TENNYSON	TENNYSON ROAD	HILLTOP ROAD TO DERRIG ROAD
UPPER COLO	UPPER COLO ROAD	START BITUMEN ROAD TO COLO HEIGHTS ROAD
VINEYARD	BRUCE ROAD	ASPHALT OVERLAY FOR CUL-DE-SAC
VINEYARD	BRUCE ROAD	LEVEL CROSSING ROAD TO START OF CUL-DE-SAC
VINEYARD	CHAPMAN ROAD	CH88 FROM WINDSOR ROAD TO CONCRETE BRIDGE
WHEENY CREEK	UPPER COLO ROAD	START BITUMEN SEAL SURFACE WEST OF WHEENY CK TO 37M EAST OF GEES ARM
WHEENY CREEK	UPPER COLO ROAD	START SPRAY SEAL SURFACE TO 37M EAST OF GEES ARM
WILBERFORCE	BOX AVENUE	TI TREE PLACE TO IRON BARK DRIVE
WILBERFORCE	CASTLEREAGH ROAD	GEORGE ROAD TO MACQUARIE ROAD
WILBERFORCE	CLERGY ROAD	CASTLEREAGH ROAD TO START OF ASPHALT CUL-DE-SAC
WILBERFORCE	COPELAND ROAD	OLD SACKVILLE ROAD TO CASTLEREAGH ROAD
WILBERFORCE	EARL STREET	GEORGE STREET TO KING STREET
WILBERFORCE	GEORGE ROAD	EARL STREET TO PUTTY ROAD
WILBERFORCE	HANOVER STREET	GEORGE ROAD TO MACQUARIE ROAD
WILBERFORCE	IRONBARK DRIVE	'SACKVILLE ROAD TO WOODLANDS ROAD
WILBERFORCE	SACKVILLE ROAD	WILBERFORCE ROAD TO START ASPHALT AT GRONO FARM ROAD
WILBERFORCE	MOLES ROAD	BOUNDARY OF 26-32 TO START OF ASPHALT CUL-DE-SAC
WILBERFORCE	STANNIX PARK ROAD	MCMAHONS ROAD to 73
WINDSOR	BRABYN STREET	COX STREET TO CH 213
WISEMANS FERRY	WEBBS CREEK ROAD	ST. ALBANS ROAD TO CHASELING ROAD NORTH

Marking of bus stops and accessibility improvements

Bus operators are responsible for signposting of bus stops. Council, as part of its asset data collection, is compiling inventory and site assessment including accessibility to enable a prioritised program of works to be undertaken.

8. Mr Michael Want

A letter dated 30 May 2013 was received advising of support of the submission from NRDCAA and raising various issues regarding the Draft Delivery Program and Draft Operational Plan.

Comments (Director City Planning)

Made comment on the Community Strategic Plan and several comments in relation to the Mayor's message in the Delivery Program

The Community Strategic Plan (CSP) was adopted, following consideration of submissions, on 9 April 2013. The CSP is not the subject of the current exhibition.

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The Mayor's message contained in the Delivery Program relates to the operation of the Delivery and Operational Plans. The comments made in the submission have raised disagreement with the statements but do not require changes to the Delivery Program or Operational Plan.

Resourcing Strategy should also focus "in a detail way at matters that are the responsibility of others, not more generally"

The Resourcing Strategy is a document that identifies the resources Council proposes to apply to the Council actions in the Delivery Program and Operational Plan. This Strategy, by legislation, cannot apply to an authority that is not in Council's operations.

Page 5, "What has council done in response to this framework" section, requests clarification

This section of the Delivery Program follows discussion regarding the Integrated Planning and Reporting framework in the legislation. This section states that the Council has prepared the CSP, Delivery Program, Operational Plan and Resourcing Strategy as required in that legislation. These Plans contain the detail that is required to identify the actions that Council is proposing over the next four years (Delivery Program) and one year (Operational Plan).

The submission has also requested where the priorities contained in the draft exhibition documents have been obtained. The original CSP was prepared based on previous Community Surveys, focus group workshops and extensive public consultation. The current CSP has been a review of the original 2009 document. The actions contained in the draft documents are proposed to progressively attain the CSP goals.

Measures in the Operational Plan. Requests that dates be placed in the measurement section as the author could not determine if it had been done already or when it will be done.

The submission has requested that dates for the measures be inserted to make the actions, particularly data collection, brief preparation actions, etc, measurable. The Operational Plan does not contain those specific dates as the life of that Plan is only one year. In this regard the measurement date is June 2014. However, progress on these actions can be viewed in the six monthly reporting of the Operational Plan.

The Operational Plan is "330+ pages" but does not contain enough/proper detail.

This comment in the submission seems to relate to specific actions/projects such as road work, and other capital items. The Capital Works and Infrastructure Renewal Program is set out on pages 136 - 140 of the Operational Plan (Part 2). This section contains details about specific projects. The submission has also requested more detail about maintenance works as the Operational Plan does not contain that specific detail. Council is working on more detailed asset management plans that will enable more detail to be provided on maintenance work schedules in future years. (See previous comments on NRDCAA submission).

Amendments Proposed

Some amendments to the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 documents placed on exhibition are proposed as a result of information becoming available during the public exhibition period. These amendments are as follows:

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- **Draft Delivery Program 2013 - 2017**

- a) Page 5, under the heading *“What has Council done in response to this framework”*, add the wording *“The new Council elected in September 2012 had an opportunity to review the Community Strategic Plan and as a result a new Community Engagement Strategy was adopted by Council for this purpose.”*
- b) Page 9, in the Table under the section *“Committees of Council”*, add the wording - *“Access and Inclusion Committee; - To assist in the preparation of an Access and Inclusion Plan and to implement the Pedestrian Access and Mobility Plan (PAMP).”*
- c) Page 19, remove the wording *“Strategic Planning branch takes a lead role in the production of key strategic documents of Council such as”*
- d) Page 19, update image of Community Strategic Plan with the image of the 2013-2032 Community Strategic Plan.
- e) Page 19, amend the wording *“Middle Hawkesbury Estuary Management Plan”* to *“Upper Hawkesbury Estuary Management Plan.”*

- **Draft Operational Plan (Part 1) – Activities**

- a) Page 7, at 15.7 amend the word *“Middle”* to *“Upper”*

- **Draft Operational Plan (Part 1) – Fees and Charges**

- a) Town & City Planning Services, Page 77, amend A5.9 to \$143.28 (GST inclusive)
- b) Town & City Planning Services, Page 77, amend A5.10 to \$143.28 (GST inclusive)
- c) Town & City Planning Services, Page 80, amend B2 from *“Engineering Construction Certificate Fees”* to *“Design Compliance Certificate (Civil Works) or Subdivision Construction Certificate (See Clause 109C EPA Act)”*
- d) Town & City Planning Services, Page 81, amend B3 from *“Engineering Compliance Certificate Fees”* to *“Compliance Certificate Fees (Civil Works) or Subdivision Works Inspection (See Clause 109C EPA Act)”*
- e) Town & City Planning Services, Page 90, amend E1.9.1 from *“Certificate of Compliance (Charges set by Swimming Pool Regulations)”* to *“Certificate of Compliance (no inspection) (Charges set by Swimming Pool Regulations)”* and fee to be set at \$70.00 (GST Exempt)
- f) Town & City Planning Services, Page 90, E1.9.2 fee *“Application for Exemption (Charges set by Swimming Pool Regulations)”* to be set at \$70.00 (GST Exempt)
- g) Town & City Planning Services, Page 90, amend E1.9.4 from *“Swimming Pool Safety Inspection by accredited certifier - first inspection (Charges set by Swimming Pool Regulations)”* to *“Swimming Pool Safety Inspection by accredited certifier - first inspection including Certificate of Compliance (Charges set by Swimming Pool Regulations)”* and the fee to be set at \$150.00 (GST Exempt)
- h) Town & City Planning Services, Page 90, amend E1.9.5 from *“Swimming Pool Safety Inspection by accredited certifier - follow up inspection (Charges set by Swimming Pool Regulations)”* to *“Swimming Pool Safety Inspection by accredited certifier - follow up inspection including Certificate of Compliance (Charges set by Swimming Pool Regulations)”* and the fee to be set at \$100.00 (GST Exempt)

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- i) Town & City Planning Services, Page 90, E1.9.6 fee “Register a swimming pool (Charges set by Swimming Pool Regulations)” to be set at \$10.00 (GST Exempt)
- j) Town & City Planning Services, Page 90, amend E1.10 S88G Certificate (See Clause 48 Conveyancing (General) Regulations 2008) to be a heading only
- k) Town & City Planning Services, Page 92, amend E4. from “Refunds for Withdrawn Applications and Certificates- (DA, S96, S82A only) to “Refunds for Withdrawn Applications and Certificates- (DA, CC, CDC, SC, S96, S82A only)
- l) Town & City Planning Services, Page 92, delete E4.3 “Withdrawn/Credit (after 7 day letter issued) - 50% of DA Fee (excluding Scanning, Admin Fee and Plan First levy)” as this is not considered a fee
- m) Regulatory Services, Page 63, add new fee B5.1.2 Sale of Cats (including micro chipping and desexing) Pensioner Concession Sale Fee \$175 (GST inclusive), in line with Council Resolution 26 June 2012
- n) Regulatory Services, Page 63, add new fee B5.2.2 Sale of dogs (including micro chipping and desexing) Pensioner Concession Sale Fee \$270 (GST inclusive) in line with Council Resolution 26 June 2012
- o) Waste Management – Sewer, Waste and Sullage, Page 129 amend E1.7.2 fee, waste loads more than 20kg (minimum charge) from \$4.33 to \$10.00 (GST inclusive) (Base Charge)
- p) Waste Management – Sewer, Waste and Sullage, Page 130 amend E1.9.5 (b), waste loads more than 20kg (minimum charge) from \$14.45 to \$10.00 (GST inclusive) (Base Charge)
- q) Annual Charges, Sullage Service, Page 36 amend, Business (Inside Sewerage Area) in Table 4 from \$16.90 to \$17.70
- r) Annual Charges, Sullage Service, Page 36 amend, Business (Outside Sewerage area) in Table 4 from \$17.70 to \$16.90
- s) Annual Charges, Waste Management (Other), Page 33, add Business Charge to Table 2, “240 litre additional recycling bin, \$70.31”
- t) 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 Operational Plan 2013/2014 placed on public exhibition did not stipulate a proposed interest rate. The Division of Local Government, in its Circular No 13-12 advised that the maximum rate of interest payable on overdue rates and charges for the 2013/2014 rating year is 9%. For the rating year 2013/2014, Council will apply the maximum rate of interest of 9%.
- u) Fees and Charges Pages 48-150, the first and sixth column headings to be amended to remove the word “Draft” and include the words “GST inclusive”

The only other changes proposed to the Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 documents that were on public exhibition are minor formatting and typographical amendments, and deletion of any references to “Draft” throughout the documents.

Making the Rates for the 2013/2014 financial year

- *Rates in the dollar 2013/2014*

As stated in the Draft Operational Plan 2013/2014 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 2013/2014*

On 26 November 2012 IPART announced a 3.4% general increase in terms of Section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2013.

The recommendation at the end of this report details the rate in the dollar and applicable minimum charge or base amount for each rating category in the Hawkesbury Local Government Area based on the above.

Integrated Planning and Reporting Framework

The Hawkesbury Community Strategic Plan 2013-2032 (CSP) provides a vehicle for expressing long-term community aspirations. However, these will not be achieved without sufficient resources (money, time, assets and people) to actually carry them out. The Resourcing Strategy is a critical link to translate the objectives of the CSP into actions and also supports the Council's four year Delivery Program and annual Operational Plan.

The Resourcing Strategy 2013-2023 has been prepared in accordance with the requirements of the Local Government Act 1993 and the Integrated Planning and Reporting framework. The Strategy considers the resources that Council needs in order to work towards its areas of responsibility in the Community Strategic Plan and consists of three elements:

- Long Term Financial Planning
- Workforce Management Planning
- Asset Management Planning

The Resourcing Strategy for 2013-2023 has been prepared and is attached for information.

Conformance to Community Strategic Plan

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

- Have transparent, accountable and respected leadership and an engaged community
- A balance set of decisions that integrate jobs, housing, infrastructure, heritage, and environment that incorporates sustainability principles.
- 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) strategies in the Community Strategic Plan being:

- Improve financial sustainability
- Work with the community to determine affordable levels of service
- Make decisions in ways that are transparent, fair, balanced and equitable supported by appropriate resource allocation.

Financial Implications

The adoption of the recommendations in this report will result in the Draft Delivery Program 2013-2017 and Operational Plan 2013/2014, as placed on exhibition and incorporating the changes proposed in this report, being adopted for the 2013/2014 financial year.

RECOMMENDATION:

That:

1. The report regarding the Draft Delivery Program 2013-2017, Draft Operational Plan 2013/2014 and Resourcing Strategy 2013-2023 be noted.
2. The Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014, placed on public exhibition, be adopted subject to the amendments as outlined in the report including the rates in the dollar for 2013/2014 to incorporate valuation changes up to the trial Rating Resolution
3. Council Make and Levy the following Rates and Fix the following Charges for the 2013/2014 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 2012):

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 one nine eight zero four eight (0.198048) cents in the valuation dollar be levied on all properties categorised as Residential in accordance with Section 516. These properties will be subject to an ad valorem rate and a base amount of \$490.00. The levying of the base amount from the Residential Category will generate 49.55% of the notional yield.

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 five seven seven two eight (0.257728) 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 \$501.00 in accordance with Section 548.

Business Category

In accordance with Section 535 of the Local Government Act, 1993, an Ordinary rate named Business Area 1 in accordance with Section 543 (1), point one nine nine zero two two (0.199022) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area 1 in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$904.00. The levying of the base amount from the Business Area 1 sub-category will generate 48.94% of the notional yield.

In accordance with Section 535 of the Local Government Act, 1993, an Ordinary rate named Business Area 2 in accordance with Section 543 (1), point one nine nine zero two two (0.199022) cents in the valuation dollar be levied on all properties in the Business sub-category Business Area 2 in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$904.00. The levying of the base amount from the Business Area 2 sub-category will generate 48.10% of the notional yield.

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In accordance with Section 535 of the Local Government Act, 1993, an Ordinary rate named Business Other in accordance with Section 543 (1), point one nine nine zero two two (0.199022) cents in the valuation dollar be levied on all in the Business sub-category Business Other in accordance with Section 518. These properties will be subject to an ad valorem rate and a base amount of \$904.00. The levying of the base amount from the Business Area Other sub-category will generate 49.76% of the notional yield.

Rural Residential Category

In accordance with Section 535 of the Local Government Act, 1993, an Ordinary rate named Rural Residential in accordance with Section 543 (1), of point one two four one six four (0.124164) cents in the valuation dollar be levied on all properties categorised as Rural Residential in accordance with Section 518. These properties will be subject to an ad valorem and a base amount of \$650.00. The levying of the base amount from the Rural Residential sub-category will generate 49.46% of the notional yield.

Domestic Waste Management Service

For 2013/2014, in accordance with Section 496 of the Local Government Act, 1993:

- A "Weekly Domestic (Inc. Green) Waste Charge 240L" annual charge of \$464.11 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, including a green waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pick up for green waste and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Charge 240L" annual charge of \$419.11 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 (Inc. Green) Waste Charge 140L" annual charge of \$310.11 be made for a 140 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, including a green waste service, is available. This charge includes a weekly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pick up for green waste and one kerbside pickup for the financial year.
- A "Weekly Domestic Waste Charge 140L" annual charge of \$265.11 be made for a 140 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 "Fortnightly Domestic (Inc. Green) Waste Charge 240L" annual charge of \$310.11 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 including a green waste service, is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pick up for green waste and one kerbside pickup for the financial year.
- A "Fortnightly Domestic Waste Charge 240L" annual charge of \$265.11 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.

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- A "Fortnightly Domestic (Inc. Green) Waste Charge 140L" annual charge of \$231.15 be made for a 140 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, including a green waste service, is available. This charge includes a fortnightly pickup for garbage, a fortnightly pickup for recycling, a fortnightly pick up for green waste and one kerbside pickup for the financial year.
- A "Fortnightly Domestic Waste Charge 140L" annual charge of \$186.15 be made for a 140 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 "Weekly Domestic Waste Service Availability annual" charge of \$121.14 be made for parcels of land where a weekly domestic waste service is available but the service is not utilised.
- A "Fortnightly Domestic Waste Service Availability annual" charge of \$60.57 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 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 will be granted for 2013/2014.

Business Waste Management Service

For 2013/2014, in accordance with Section 501 of the Local Government Act, 1993 a Waste Management Service annual charge of \$578.40 be made for a 240 litre bin, and an annual charge of \$353.94 be made for a 140 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 2013/2014, 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 \$584.25
- Unconnected Residential Properties..... \$389.09
- Unconnected Business Properties \$392.06
- Business - Category 1 (<1,000 litres per day) \$680.09
- Business - Category 2 (1,001 - 5,000 litres per day) \$3,409.97
- Business - Category 3 (5,001 - 10,000 litres per day) \$6,792.83
- Business - Category 4 (10,001 - 20,000 litres per day) \$13,544.20
- Business - Category 5 (>20,000 litres per day) \$13,544.20

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- Additionally, a trade waste volume charge of \$2.44 per kilolitre be charged to Category 5 properties for each kilolitre in excess of 20,000.

Where a residential property receiving this service is owned by pensioner(s) eligible for an Ordinary Rate pensioner rebate, then a rebate amounting to \$292.13 be granted to the owner(s) in annual concession for 2013/2014.

Sullage Pump-Out Services Inside Sewerage Area

For 2013/2014:

- In accordance with Section 501 of the Local Government Act, 1993, a Sullage Pump-out Service annual charge of \$1,726.65 will 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 \$3,453.30 will be made for the provision of a weekly sullage pump-out service to residential properties.
- 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), in accordance with Section 577 of the Local Government Act, 1993 a rebate amounting to \$863.33 be granted to the owner(s) in annual concession for 2013/2014.
- In accordance with Section 502 of the Local Government Act, 1993, additional pump-outs can be requested at a cost of \$105.36 per extra service.
- In accordance with Section 502 of the Local Government Act, 1993, emergency after hours pump-outs be charged at \$132.31 per service.
- In accordance with Section 502 of the Local Government Act, 1993, that a charge of \$17.70 be made for each 1,000 (one thousand) litres of effluent pumped out from commercial and industrial properties for services being conducted on request.

Sullage Pump-Out Services Outside Sewerage Area

For 2013/2014:

- In accordance with Section 501 of the Local Government Act, 1993, a Sullage Pump-out Service annual charge of \$1,534.79 will 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 \$3,069.60 will be made for the provision of a weekly sullage pump-out service to residential properties.
- 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), in accordance with Section 577 of the Local Government Act, 1993, a rebate amounting to \$767.40 be granted to the owner(s) in annual concession for 2013/2014.
- In accordance with Section 502 of the Local Government Act, 1993, additional pump-outs can be requested at a cost of \$98.34 per extra service.
- In accordance with Section 502 of the Local Government Act, 1993, emergency after hours pump-outs be charged at \$123.49 per service.

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- In accordance with Section 502 of the Local Government Act, 1993, that a charge of \$16.90 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 (3) of the Local Government Act, 1993, the interest rate charged on overdue rates and charges for 2013/2014 by Council be set at the maximum permitted by the Minister for Local Government. For the 2013/2014 rating year this will be 9%.

4. The persons and organisations that made submissions in response to the exhibition of Council's Draft Delivery Program 2013-2017 and Draft Operational Plan 2013/2014 be advised of Council decision in this regard and the relevant comments in the report.

ATTACHMENTS:

- AT - 1** Resourcing Strategy 2013-2023 (*Distributed under separate cover*).

oooO END OF REPORT Oooo

EXTRAORDINARY MEETING

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extraordinary
meeting

end of
business
paper

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