



Hawkesbury City Council

extraordinary
meeting
business
paper

date of meeting: 22 June 2010
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 Manager Corporate Services and Governance on 4560 4426 or by email at fsut@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.

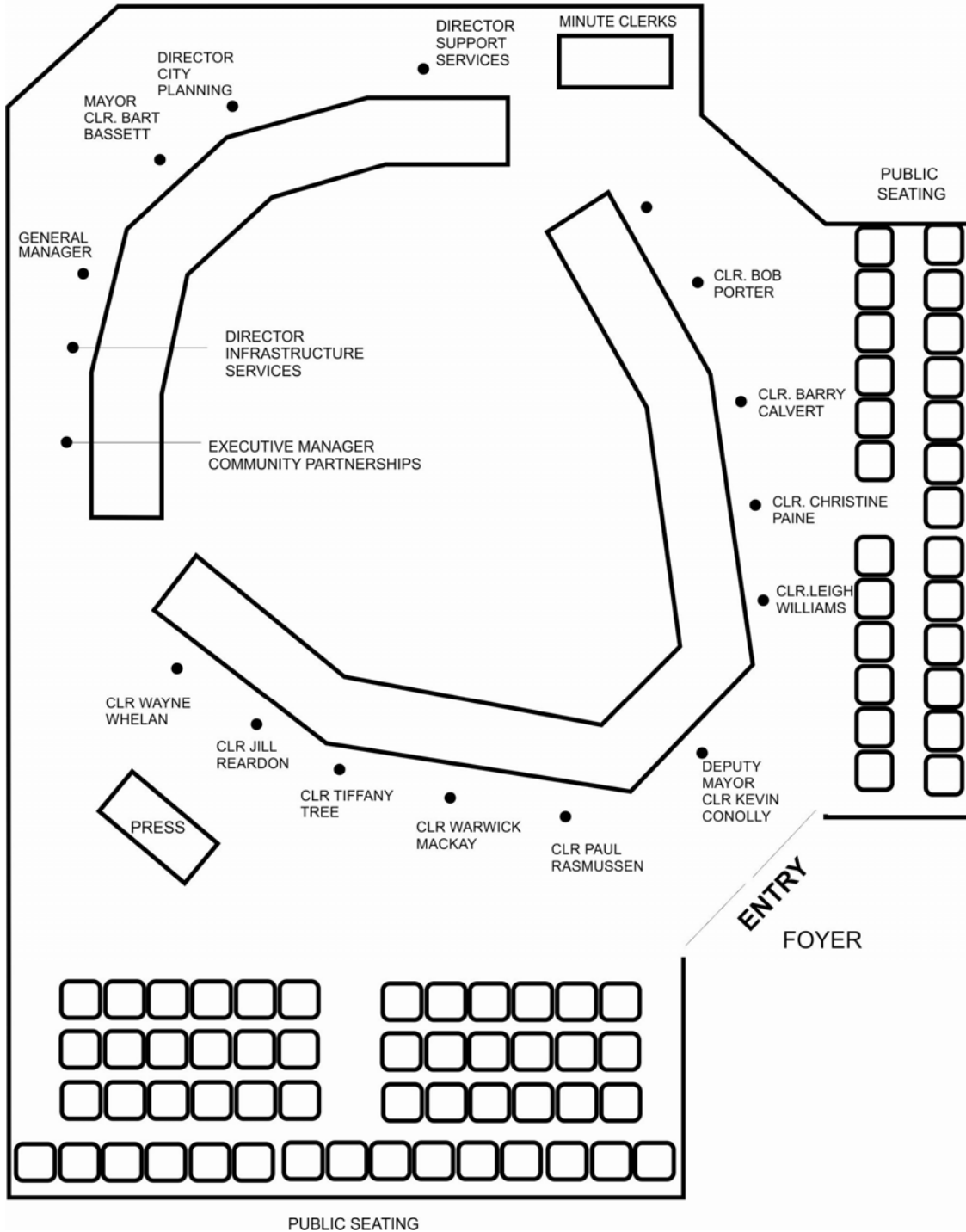
Website

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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- **SECTION 4 - Reports for Determination**

General Manager

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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 126 **GM - Adoption of the 2010/2011 Management Plan and Making and Levying of Rates and Fixing of Charges for the Period 1 July 2010 to 30 June 2011 - (79351, 95496, 96332, 107)**

Previous Item: 82, Extraordinary (20 April 2010)

REPORT:

Executive Summary

At the Extraordinary Meeting of Council held on 20 April 2010 consideration was given to a report in relation to the 2010/2011 Draft Management Plan.

Council at its meeting on 20 April 2010, 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 22 June 2010 to consider public submissions received, consider the adoption of the Draft Management Plan and to make and fix rates and charges for the 2010/2011 financial year.

Council also resolved that a report be submitted in relation to Windsor Mall.

The purpose of this report is to consider the submissions received, make and fix rates and charges for the year ended 30 June 2011 and provide the information requested regarding Windsor Mall.

Consultation

The 2010/2011 Draft Management Plan was advertised and placed on public exhibition for a period of 28 days in accordance with the Local Government Act 1993.

Background

At the Extraordinary Meeting of Council held on 20 April 2010, Council resolved as follows:

"That:

- 1. The General Manager's report regarding the 2010/2011 Draft Management Plan and Budget be received.*
- 2. The 2010/2011 Draft Management Plan, incorporating Council's Strategic and Operational Plan, Budget Estimates and Revenue Pricing Policy, as circulated, be adopted for exhibition purposes and be advertised in accordance with the Local Government Act 1993.*
- 3. An Extraordinary Meeting of Council be held on Tuesday, 22 June 2010 to consider any public submissions received in respect of the 2010/2011 Draft Management Plan and Budget and to consider the adoption of these documents and to make and fix rates and charges for the year ended 30 June 2011.*

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4. *A report be submitted to Council regarding the costs associated with the upgrading of Windsor Mall."*

Amendments to Draft Management Plan Prior to Exhibition

Following issues raised at and following the Extraordinary Meeting on 20 April 2010, the following amendments were made to the 2010/2011 Draft Management Plan prior to the documents being placed on exhibition:

- (a) *Management Plan (Part 2) – Estimates, 2010/11 Draft 10 Year Capital Works Program IS 12, Construction & Maintenance – Operations Management*

Project 0000 – No project - amended to Project 0514 – Bob Cat

- (b) *Management Plan (Part 2) – Estimates, 2010/11 Draft 10 Year Capital Works Program IS 19, Building Services –Community Buildings:*

Project 6236, Childrens Centre Bligh Park, Priority 4 - amended to Priority 1.

- (c) *Management Plan (Part 2) – Estimates, 2010/11 Draft 10 Year Capital Works Program IS 24, Parks & Recreation - Parks Plant:*

Project 0000 – No project - amended to Project 0513 – Wood Chipper

There were no further changes made to the 2010/2011 Draft Management Plan documents considered by Council at the Extraordinary Meeting of 20 April 2010.

Public Submissions

In accordance with Part 2 of the above resolution, the 2010/2011 Draft Management Plan was advertised.

The exhibition period for Council's 2010/2011 Draft Management Plan concluded on Friday, 28 May 2010. During the exhibition period three public submissions were received in respect of the Draft Management Plan 2010/2011.

The three submissions and comments regarding these submissions are as follows:

1. Mr David Gregory

The email dated 15 May 2010 from Mr David Gregory concerning the Bells Line of Road Corridor public consultation process is as follows:

"I would like Council to consider providing an amount to cover costs associated with the Bells Line of Road Corridor public consultation process being undertaken by the RTA. This process could result in a material alteration to this area's amenity and property values, possibly even in the short-term, if a new corridor is recommended. Accordingly, Council I believe should put itself in the position of being able to fully engage in this debate.

This consultation process is going to be critical in ensuring that the Hawkesbury's interests are understood and addressed. I believe Council should be proactive in participating in this process. In order to be well-prepared, Council may need to engage its own consultants or conduct its own community consultations.

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Given the uncertainty surrounding the RTA's consultation process at this stage, it is impossible to be specific about the resources required. However, I believe it financially and operationally prudent to establish a provision should access to financial resources be required.

At this stage, I believe a provision of \$50,000-\$100,000 would be appropriate."

Comments (Director Infrastructure Services):

The Bells Line of Road Corridor, Long Term Strategic Corridor Plan is proposed to guide the development and reservation of a road corridor for a future upgraded Bells Line of Road. The terms of reference for the Plan indicates that there will be extensive consultation with local communities and a community involvement plan will be formulated for implementation as the study progresses. The completion of a final draft for consideration by the steering committee is required within 18 months of commissioning a contractor to assist in the study.

At this stage it is understood that a project team has been appointed, however the community involvement plan has not yet been formulated. Whilst Council should certainly be proactive in protecting the interests of the community, it is considered premature at this stage to allocate a budget towards the engagement of consultants prior to the implications of the community involvement plan being identified.

2. Mr Chris McAlpine

The email dated 17 May 2010 from Mr Chris McAlpine regarding the employment of a Youth Participation Officer is as follows:

"Management Plan Submission - In reference to:

City Planning Division - Operational Plan and Performance Indicators 2010/2011

Community Services - Component 12 Officer: Executive Manager - Community Partnerships

7. Develop and implement community participation and partnership programs.

7.1 Investigate youth participation strategies based on recommendations of Youth Summit. Youth Participation Strategies identified.

I suggest that instead of a youth worker being employed that I community capacity building officer be employed so that position can work with youth but not limited to youth agencies to build their capacity in a sustainable to meet the needs of the diverse community sector of the Hawkesbury."

Comments (Executive Manager Community Partnerships):

Provision has been made in the Draft 2010/2011 Budget for the employment of a part-time (21 hours) Youth Participation Officer to work with young people and youth services in implementing the outcomes of the first Hawkesbury Youth Summit 2009. The proposed position is specifically focused on youth participation as this is an area that has consistently been identified as requiring additional resources to effectively facilitate the meaningful representation and active participation of young people in the planning and provision of services and programs for young people. Experience suggests that service providers face particular challenges in developing appropriate youth participation strategies using the everyday communication tools favoured by young people. For this reason the proposed Youth Participation Officer Position is a 'specialist position' aimed at providing Council with the skills and knowledge required to implement effective community engagement strategies for young people.

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While the suggestion that the position be expanded to undertake a broader community engagement focus is worthwhile, it would not be practically possible for the proposed part-time position to effectively cover such a broader mandate. This would necessitate an increase in the hours of the proposed position to make a full time position at an additional cost of \$26,000. It should also be noted that in general, Community Services, Department of Human Services NSW funds a number of community worker positions across the Hawkesbury. These positions (which are managed by Incorporated Associations usually operating out of Council community centres) work within their local neighbourhoods to identify the respective needs of their communities and to develop responses to these needs. Council has also established an effective partnership with Peppercorn Services Inc. to develop service responses to the diverse needs of the community and also employs a Community Program Co-ordinator to facilitate community planning and capacity building. Council's consultations with the community have however identified a particular challenge in engaging and working with young people, accordingly the proposed position has been developed to address this specific deficit.

3. Windsor Business Group Inc

The letter dated 17 May 2010 from the Windsor Business Group Inc concerning various matters in Windsor is as follows:

"The Windsor Business Group Inc. supports Hawkesbury City Council in their efforts to Beautify Windsor, and would appreciate Councils support in assisting the Windsor Business Group Inc in their desire to assist with the growth of the District through joint cooperation, the maintenance and or upgrade of the Windsor mall and precincts.

Our organisation has put together in cooperation with the business owners and shop keepers a list for your perusal, as follows:

SIGNAGE: Visitors, shoppers etc. have trouble locating the facilities in town, which include:

Toilets, car parking, Museum, Tourist Information, Post Office, Thompson's Square, even the River, police station, court house, hospital, railway station, the markets, the Council offices, and bus stops.

Windsor Business Group requests that signage be erected to all entries to the town (McGraths Hill flats, Both ends of Hawkesbury Valley Way, the Wilberforce side of Windsor Bridge, and the Railway Station).

LIGHTING: Improved lighting within the Mall would deter undesirables loitering within the area, and make it safer for others.

PAVERS: Are in a poor state of disrepair and are a OH and S risk for everyone.

We appreciate that this is an ongoing problem, and that some work has been currently done.

TABLES AND CHAIRS: Need General maintenance or replacement.

POT PLANTS: Need General maintenance or replacement.

TOILETS: The lack of toilet facilities is obvious to all, shop owners are being abused by this situation. Visitors, as non customers or restaurants, are walking straight through shops to enter their private toilets, leaving the doors unlocked and often filthy.

The Windsor Business Group Inc, would like Council to investigate whether it would be possible to use the area beside Loder House for the construction of public toilets.

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TIDINESS OF COUNCIL CAR PARKS: This is an ongoing problem, we would appreciate it if the areas could be regularly cleaned and additional garbage bins supplied.

CAR PARKING: That the Kable Street car park be considered as a site for a multi storey car park with additional toilets incorporated.

Working together for the Community will assist us to achieve these goals. We thank you for your consideration on these matters."

Comments (Director Infrastructure Services):

Signage

It appears that there are two issues relating to signage, the first being at a micro level where additional directional indicators are requested throughout Windsor and the second is signage on the approaches to Windsor indicating attractions which would encourage tourist visitation. In terms of the directional signage it would be appropriate to review and update the signage throughout the town and this work could be carried out within existing budget allocations. Additional tourist signage on the town approaches would require the agreement of the RTA.

Lighting

Lighting is provided throughout the Mall by a combination of electric street lights and gas lamps. A recent review of the lighting levels indicated that six Integral lights, two gas lamps and two Council lights within the Rotunda were not working. The gas lamps, Rotunda lights and all but one of the Integral lights have been repaired. Post repair review has seen a vast improvement in lighting levels and taking into consideration the design ambience of the Mall, the current lighting levels are considered appropriate.

Pavers

The issue with uneven pavers is generally attributable to tree root invasion and use of the Mall area by vehicular traffic. Significant work was carried out on the Mall between Fitzgerald and Kable Streets some years ago where the trees were tanked and the pavers relayed. This work has been generally effective, however there are still issues with pavers breaking under traffic loads and these are replaced on an as needs basis. It would be appropriate to carry out a similar treatment between Kable and Baker Streets, however funding has not been allocated for that purpose at this stage. There is funding provided for the ongoing repairs to paving as required for safety purposes.

Tables, Chairs and Pot plants

With a few exceptions, the general condition of the street furniture is good. There are some individual items that could do with maintenance attention and with some attention to paint maintenance on light poles and bollards. This work will be undertaken within the budget provided for maintenance work within the Mall

Toilets

The request for additional toilets is raised on a regular basis. Commencing at the northern end of George Street and working south, toilets available to the public are:

- The Museum in Baker Street, during opening hours
- The Windsor Market Place Shopping Centre in Kable Street
- Toilets located within the car park, Kable Street and The Terrace
- Kentucky Fried Chicken in Kable Street
- Windsor Riverview Shopping Centre in George Street

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- The Deerubbin Centre in George Street
- Adjacent to the tennis courts within Memorial Park
- Council Administration Building in George Street

Whilst it is considered that there are adequate toilet facilities located strategically throughout the town it would be appropriate to review directional signage to those facilities as previously indicated. In relation to the area beside Loder House, this area is part of Loder House and as such privately owned.

Tidiness of Council Car Parks

The Council car parks are swept on a regular basis by Council's mechanical street sweeper; however this is done during the night. Should rubbish be dumped during the day it would obviously not be removed until the next scheduled sweep is carried out. A check of the car parking areas could be carried out by staff emptying litter bins, however this task is also undertaken during the early morning. Review of the need for additional litter bins is undertaken regularly and if a particular need is identified, appropriate action is taken.

Car Parking

The matter of providing an additional deck on the existing car park at the intersection of Kable Street and The Terrace was last reported to Council at its meeting of 26 July 2005 where it was resolved in relation to that issue, that:

"Due to the additional parking which will be provided at the new shopping centre at Hollands Paddock and the current lack of funds for capital works, that no further action in relation to additional parking occur at this stage."

In addition to the above submissions, correspondence has been received from Ms Lesley Thorpe referring to the 2010/2011 Draft Management Plan and raising various issues including heavy truck and equipment usage, movements and repairs and the use of trail bikes in residential areas. This matter more relates to the Council's LEP and therefore will be dealt with by staff as a submission to the LEP exhibition.

Upgrade of Windsor Mall

In accordance with part 4 of Council's resolution of 20 April 2010 outlined earlier in this report regarding the costs associated with the upgrading of Windsor Mall, the following information has been provided by the Council's Director Infrastructure Services:

Whilst Council's request was for a report regarding the costs associated with the upgrading of Windsor Mall, any costs identified would obviously be dependent upon the extent of the upgrading and indeed identifying any major changes within the Mall. This could vary from tanking of existing trees to prevent root damage to the pavement and relaying the existing pavers to provide consistent grades and reduce trip hazards, combined with upgrading the street furniture, to redesigning the Mall as a shared vehicular/pedestrian street as suggested within the Windsor Town Centre Masterplan, the cost of which could exceed \$1M to \$2M.

Rather than focus on a particular aspect of Windsor it may be more appropriate to have a more holistic approach to the future development of the township. The Masterplan was prepared in 2004 and since that time there have been a number of changes within the town which may impact on Council's decision in relation to this matter. Since 2004 Windsor Riverview Shopping Centre has been constructed, "Target" has taken over the previous "Coles" store, Windsor Marketplace has been redeveloped, the Jim Anderson Bridge has been constructed and more recently major improvements have been carried out at the Windsor Railway Station. In the not too distant future it is anticipated that a new bridge will be constructed within the vicinity of Thompson Square which will provide an opportunity for major improvements to this popular tourist destination. Landscape plans have been developed for the River foreshore area of Howe Park and these improvements will start to roll out from 2010/2011.

It is considered that rather than look at Windsor Mall in isolation, a review of developments which have occurred over the last six years and how this relates to the Windsor Masterplan and the Mall should be undertaken by an urban design consultant with a view to providing some in depth advice as to the currency of the recommendations within the Plan and future works Council should be considering in relation to those recommendations. It is estimated that the cost of a consultancy of this type would be in the vicinity of \$30,000 and it is proposed to delay the purchase of the Bobcat previously identified within this report to provide funding of \$32,000 for that purpose.

Amendments Proposed

Some amendments to the 2010/2011 Draft Management Plan documents placed on exhibition are proposed as a result of information becoming available during the public exhibition period and as a result of information mentioned earlier in the report regarding Windsor Mall. These amendments are as follows:

- Draft Management Plan (Part 2) - Estimates

- (a) The Draft Management Plan (Part 2) – Estimates, includes a capital works project with the description of “Macquarie Street Upgrade”. This project is specifically referred to in the 2010/11 Draft 10 Year Capital Works Program - IS 30, Project 9957.

This project will be funded by an interest free loan under the NSW Local Infrastructure Fund Loan Agreement. This Fund has been established by the NSW Government as an interest-free loan scheme for local councils to bring forward infrastructure projects that are delayed due to lack of funding. Council applied for and was granted the funding for the purpose of upgrading part of the existing South Windsor sewerage infrastructure. This funding enables Council to undertake the project prior to receiving S64 Contributions applicable for development in the area.

Various options were considered to determine the most cost effective way to upgrade the existing sewerage infrastructure to cater for development in the area. One of the options considered, but consequently dismissed was a sewerage infrastructure upgrade through Macquarie Street, Windsor. After considering all options, it was determined that the construction of a new Pump Station (V) and a Rising Main at South Windsor is the optimal option to pursue. The funding agreement was consequently written with reference to this option. At the time of preparation of the Draft Management Plan documents, the project was referred to and published in the Draft documents placed on exhibition as “Macquarie Street Upgrade”. This description is deemed misleading as it does not accurately reflect the works proposed to be undertaken, despite the same result being achieved.

It is therefore proposed to amend the project description currently in the Draft Management Plan. The following amendment is proposed:

Management Plan (Part 2) – Estimates, 2010/11 Draft 10 Year Capital Works Program IS 30, Waste Management – Sewerage Schemes

Project 9957 – Macquarie Street Upgrade - amended to Pump Station V and Rising Main South Windsor

In relation to this project a change is also proposed in relation to the allocation of proposed capital expenditure over the ten year period ending 2019/2020. The funding, and consequently the total expenditure proposed for this project amounts to four million dollars (\$4,000,000). In the Draft documents placed on exhibition the proposed expenditure has been allocated evenly over a ten year period, or \$400,000 per year. The funding for this project has been received in full, in advance. The proposed works will be undertaken in the 2010/2011 financial year, with the full funding, in the amount of \$4,000,000 being planned to be spent in the same year.

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It is therefore proposed that the Draft Management Plan be amended as follows:

Management Plan (Part 2) – Estimates, IS 74, Sewerage Schemes, Natural Account 4113

Draft Budget 2010/11 - \$3,723,667 amended to \$7,323,667
Budget Estimates 2011/12 - \$400,000 amended to Nil
Budget Estimates 2012/13 - \$400,000 amended to Nil

Management Plan (Part 2) – Estimates, IS 75, Sewerage Schemes, Natural Account 3264

Draft Budget 2010/11 – (\$813,250) amended to (\$4,413,250)
Budget Estimates 2011/12 - \$400,000 amended to Nil
Budget Estimates 2012/13 - \$400,000 amended to Nil

The totals of the Sewerage Schemes budgets to be amended accordingly.

Management Plan (Part 2) – Estimates, 2010/11 Draft 10 Year Capital Works Program Summary page – Sewerage Schemes

2010/11 - \$4,334,667 amended to \$7,934,667
2011/12 - \$1,158,500 amended to \$758,500
2012/13 - \$1,060,500 amended to \$660,500
2013/14 - \$531,500 amended to \$131,500
2014/15 - \$2,692,500 amended to \$2,292,500
2015/16 - \$2,029,500 amended to \$1,629,500
2016/17 - \$ 964,500 amended to \$564,500
2017/18 - \$4,847,500 amended to \$4,447,500
2018/19 - \$1,536,500 amended to \$1,136,500
2019/20 - \$1,045,500 amended to \$645,500

Management Plan (Part 2) – Estimates, 2010/11 Draft 10 Year Capital Works Program IS 30, Waste Management – Sewerage Schemes, Project 9957

2010/11 - \$400,000 amended to \$4,000,000
2011/12 - \$400,000 amended to Nil
2012/13 - \$400,000 amended to Nil
2013/14 - \$400,000 amended to Nil
2014/15 - \$400,000 amended to Nil
2015/16 - \$400,000 amended to Nil
2016/17 - \$400,000 amended to Nil
2017/18 - \$400,000 amended to Nil
2018/19 - \$400,000 amended to Nil
2019/20 - \$400,000 amended to Nil

The totals of the Sewerage Schemes Draft 10 year capital works program to be amended accordingly.

- (b) The funding allocated for the purchase of a bobcat in the amount of \$32,000, within the Operations Management Component Budgets, be reallocated to the consultancy vote under the Parks Component Operational Budget. These funds to be used to fund the engagement of an urban design consultant for the purpose of reviewing the Windsor Master Plan as detailed in this report.

- *Draft Management Plan (Part 3) – Revenue Pricing Policy*

- (a) In the Draft Revenue Pricing Policy 2010/2011 placed on exhibition, new charges relating to Professional and Administration Fees are proposed in relation a number of Council programs as indicated. It is proposed that the document placed on exhibition is amended to include the

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Professional and Administration Fees in the Support Services - Financial Services part of the document - Page 107. The Professional and Administration Fees will be in line with the same fee applicable to other programs:

- staff technical / professional project services – General Manager, Directors, Managers
\$120 including GST per hr or part thereof
 - staff technical / professional project services – General
\$90 including GST per hr or part thereof
 - staff technical / professional project services – Administrative / Clerical
\$60 including GST per hr or part thereof
- (b) In the Draft Revenue Pricing Policy 2010/2011 placed on exhibition, in the Support Services - Financial Services part of the document - Page 107, PART A – Accounting Services, charges were proposed for the following:

A1.2 Administration Fee and Bank charges on Returned Cheques.

A1.3 Administration Fee and Bank charges on Cheque cancellation or Stop Payment request.

It is proposed that the fees are also applicable to Electronic Funds Transfers where the payment needs to be cancelled and/or funds are returned, due to incorrect bank details being provided by the recipient of the payment. It is therefore proposed that the A1.2 and A 1.3 are amended as follows:

A1.2 Administration Fee and Bank charges on Returned Cheques or EFT.

A1.3 Administration Fee and Bank charges on Cheque or EFT cancellation or Stop Payment request.

- (c) In the Draft Revenue Pricing Policy placed on public exhibition, in the Support Services – Financial Services section, Page 107, under Part B, Rating Services, B2.1, the fee for Section 603 Certificate was proposed to be \$61.56. In the Circular issued by the Division of Local Government on Friday 11 June 2010, a fee of \$60.00 has been determined for Section 603 Certificates. It is therefore proposed to reflect this amendment in the adopted Revenue Pricing Policy.
- (d) 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 maximum interest rate charged by Council, as at the time Council was still awaiting advice from the Division of Local Government. The Division of Local Government issued a circular on Friday 11 June 2010, advising Councils that the Minister for Local Government has determined that the maximum rate of interest payable on overdue rates and charges for the 2010/2011 rating year will be 9%.

Making the Rates for the 2010/2011 financial year

- *Rates in the dollar 2010/2011*

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.

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- *Variation of General Income for 2010/2011*

On 16 February 2010 the Minister for Local Government announced a 2.6% general increase in terms of Section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2010. On 20 May 2010 advice was received from the Division of Local Government that the Minister had approved a variation for Council of 3.4%, being the general increase of 2.6% and a "catch up" available to Council of 0.8% as reported to Council on 30 March 2010.

The Management Plan for Council that was placed on exhibition incorporated the general increase in income of 2.6% and also utilised 50% of the "catch up" available to Council as detailed in a report to the Council meeting on 30 March 2010 and in accordance with the subsequent resolution from that meeting. That resolution also provides for the remaining 50% of the "catch up" to be incorporated in the 2011/2012 Budget.

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

Properties Classified in the Farmland Categories

Council at its meeting on 9 March 2010 gave consideration to a report regarding general rates for the 2010/2011 financial year and resolved, in part:

"That:

1. *Council make representations to the Minister for Local Government seeking the extension of the provisions of Clause 84 of Schedule 8 of the Local Government Act, 1993, in respect to limits placed upon annual increases in rates for Farmland properties.*
2. *Council's local State Members of Parliament be requested to support Council's representation referred to in 1 above.*
3. *Consideration of the utilisation of the "catch up" amount be further considered at the next meeting of Council when the appropriate information regarding the effects of other proposals for rateable properties in the Farmland Category are available.*
4. *The 2010/2011 Draft Budget, as related to Farmland rates, be prepared on the basis of Council taking action to reduce the effects of the discontinuation of Clause 84 of Schedule 8 of the Local Government Act, 1993, on relevant Farmland properties as suggested within the report, and a further report be submitted to Council on possible "avenues" available in this regard.."*

In accordance with the above resolution, correspondence was forwarded to the Minister for Local Government requesting favourable consideration be given to extending the provisions of Clause 84 of Schedule 8 of the Local Government Act, 1993 in respect to limits placed upon annual increases in rates for Farmland properties. Correspondence was also forwarded to Council's local State Members of Parliament requesting support of Council's representations to the Minister.

At the time of drafting this report, no advice has been received from the Minister in regard to this matter.

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.

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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 Draft Management Plan 2010/2011, including the Revenue Pricing Policy and Budget Estimates, as placed on exhibition and incorporating the changes proposed in this report, being adopted for the 2010/2011 financial year.

RECOMMENDATION:

That:

1. The 2010/2011 Draft Management Plan, 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) Estimates - Part 2 of Management Plan
 - i) The description of Project 9957 – Macquarie Street Upgrade be amended as detailed in the report.
 - ii) The expenditure allocation of Project 9957 be amended for all the relevant years, in all the applicable parts of the document, as detailed in the report.
 - iii) The funding allocated for the purchase of a bobcat in the amount of \$32,000, within the Operations Management Component Budget, be reallocated to the consultancy vote under the Parks Component Operational Budget. These funds to be used to fund the engagement of an urban design consultant for the purpose of reviewing the Windsor Master Plan as detailed in this report.
 - b) Reserve Pricing Policy - Part 3 of Management Plan
 - i) The Professional and Administration Fees be added in the Support Services – Financial Services part of the document as detailed in the report.
 - ii) The description of the fees applicable to returned cheques, cheque cancellations and stop payment be amended to include EFT as detailed in the report.
 - iii) The fee applicable to a Section 603 Certificate be amended to \$60.00 as detailed in the report.
 - iv) Rates in the dollar for 2010/2011 to incorporate valuation charges up to the final Rating Resolution.
 - v) Maximum interest rate on overdue rates and charges for 2010/2011 is 9%.

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2. Council Make and Levy the following Rates and Fix the following Charges for the 2010/2011 financial period in accordance with Section 535 of the Local Government Act 1993:

Residential Category

Code	Sub-Category Description	Ad Valorem	Minimum
Agn	Residential - Agnes Banks	0.316	\$456.30
Bilpin	Residential - Bilpin, Beraming, Mt Tootie, Mountain Lagoon	0.316	\$456.30
Bligh Pk	Residential - Bligh Park	0.316	\$456.30
Bowen Mt	Residential - Bowen Mountain	0.316	\$456.30
Cattai	Residential - Cattai	0.316	\$456.30
Claren	Residential - Clarendon	0.316	\$456.30
Colo	Residential - Colo, Colo Heights, Central Colo, Upper Colo	0.316	\$456.30
Eben Sac	Residential - Ebenezer, Sackville, Sackville Reach, Lower Portland	0.316	\$456.30
East Kurr	Residential - East Kurrajong, Blaxlands Ridge	0.316	\$456.30
F. Reach	Residential - Freemans Reach	0.316	\$456.30
Gloss	Residential - Glossodia	0.316	\$456.30
Grose	Residential Grose Vale, Grose Wold	0.316	\$456.30
Kurmond	Residential - Kurmond	0.316	\$456.30
K.jong	Residential - Kurrajong	0.316	\$456.30
K.jong Ht	Residential - Kurrajong Heights, Kurrajong Hills	0.316	\$456.30
McDonald	Residential - MacDonald Valley (Lower, Upper, Central)	0.316	\$456.30
Mar Oak	Residential - Maraylya, Oakville, Scheyville	0.316	\$456.30
WiseSt A	Residential - Wisemans Ferry, Leets Vale, St. Albans	0.316	\$456.30
McGraths	Residential - Mc Graths Hill	0.316	\$456.30
Mulgrave	Residential - Mulgrave	0.316	\$456.30
N. Rich	Residential - North Richmond, Tennyson	0.316	\$456.30
Pitt Town	Residential - Pitt Town	0.316	\$456.30
Richmond	Residential - Richmond	0.316	\$456.30
Sth Wind	Residential - South Windsor	0.316	\$456.30
Vineyard	Residential - Vineyard	0.316	\$456.30
Windsor	Residential - Windsor	0.316	\$456.30
W. Downs	Residential - Windsor Downs	0.316	\$456.30
W.force	Residential - Wilberforce	0.316	\$456.30
Yarra	Residential - Yarramundi	0.316	\$456.30
Res. Vac	Residential - Vacant Land	0.316	\$456.30
Agn RR	Rural Residential - Agnes Banks	0.316	\$456.30

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Code	Sub-Category Description	Ad Valorem	Minimum
RR Bilpin	Rural Residential - Bilpin, Beraming, Mt Tootie, Mountain Lagoon	0.316	\$456.30
Bligh RR	Rural Residential - Bligh Park	0.316	\$456.30
Bown RR	Rural Residential - Bowen Mountain	0.316	\$456.30
Cattai RR	Rural Residential - Cattai	0.316	\$456.30
Claren RR	Rural Residential - Clarendon	0.316	\$456.30
Colo RR	Rural Residential - Colo, Colo Heights, Central Colo, Upper Colo	0.316	\$456.30
Eben Sac RR	Rural Residential - Ebenezer, Sackville, Sackville Reach, Lower Portland	0.316	\$456.30
E Kurr RR	Rural Residential - East Kurrajong, Blaxlands Ridge	0.316	\$456.30
Free RR	Rural Residential - Freemans Reach	0.316	\$456.30
Gloss RR	Rural Residential - Glossodia	0.316	\$456.30
Grose RR	Rural Residential - Grose Vale, Grose Wold	0.316	\$456.30
Kurm RR	Rural Residential - Kurmond	0.316	\$456.30
K.jong RR	Rural Residential - Kurrajong	0.316	\$456.30
K.J Ht RR	Rural Residential - Kurrajong Heights, Kurrajong Hills	0.316	\$456.30
Mcdon RR	Rural Residential - MacDonald Valley (Lower, Upper, Central)	0.316	\$456.30
Oakv RR	Rural Residential - Maraylya, Oakville, Scheyville	0.316	\$456.30
WiseF RR	Rural Residential - Wisemans Ferry, Leets Vale, St. Albans	0.316	\$456.30
McGrat RR	Rural Residential - Mc Graths Hill	0.316	\$456.30
Mulg RR	Rural Residential - Mulgrave	0.316	\$456.30
N.Rich RR	Rural Residential - North Richmond, Tennyson	0.316	\$456.30
PTown RR	Rural Residential - Pitt Town	0.316	\$456.30
Rich RR	Rural Residential - Richmond	0.316	\$456.30
SWind RR	Rural Residential - South Windsor	0.316	\$456.30
VineY RR	Rural Residential - Vineyard	0.316	\$456.30
Wdsor RR	Rural Residential - Windsor	0.316	\$456.30
Wdown RR	Rural Residential - Windsor Downs	0.316	\$456.30
Wforce RR	Rural Residential - Wilberforce	0.316	\$456.30
Yarra RR	Rural Residential - Yarramundi	0.316	\$456.30
FloodVac	Rural Residential - Flood Prone Vacant Land	0.316	\$456.30
RuralSce	Rural Residential - Scenic Protection Vacant Land	0.316	\$456.30
RuralVac	Rural Residential - Vacant Land	0.316	\$456.30

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Farmland Category

Code	Sub-Category Description	Ad Valorem	Minimum
Farmland	Farmland - General	0.222	\$456.30
FarmHigh	Farmland - High Density	0.222	\$456.30

Business Category

Code	Sub-Category Description	Ad Valorem	Minimum
Bus.Gen	Business - General	0.316	\$456.30
BlighBus	Business - Bligh Park Shops	0.316	\$456.30
GlossBus	Business - Glossodia Shops	0.316	\$456.30
Hobart	Business - Hobartville Shops	0.316	\$456.30
KurmBus	Business - Kurmond Shops	0.316	\$456.30
K.JongBu	Business - Kurrajong Village Shops	0.316	\$456.30
McGraBus	Business - Mc Graths Hill	0.316	\$456.30
Mulg Bus	Business - Mulgrave	0.316	\$456.30
N.Rich Bus	Business - North Richmond Commercial, North Richmond Industrial	0.316	\$456.30
PtownBu	Business - Pitt Town	0.316	\$456.30
RichBus	Business - Richmond Commercial	0.316	\$456.30
East Rich	Business - East Richmond Industrial	0.316	\$456.30
S WindBu	Business - South Windsor Industrial	0.316	\$456.30
S WindSh	Business - South Windsor Shops	0.316	\$456.30
WdsorBu	Business - Windsor	0.316	\$456.30
WforceBu	Business - Wilberforce Shops	0.316	\$456.30
WforceIn	Business - Wilberforce Industrial Area	0.316	\$456.30
Vac.Bus	Business - Vacant Land	0.316	\$456.30

Domestic Waste Management Service

That for 2010/2011, in accordance with Section 496 of the Local Government Act, 1993:

- A Domestic Waste Management Service annual charge of \$335.25 be made for a 240 litre bin, and an annual charge of \$205.85 be made for a 120 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.
- A Domestic Waste Management Service annual charge of \$205.85 be made for a 240 litre bin, and an annual charge of \$139.50 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.
- A Domestic Waste Management Service availability charge of \$101.80 be made for parcels of land where a weekly domestic waste service is available but the service is not utilised.

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- A Domestic Waste Management Service availability charge of \$50.90 be made for parcels of land where a fortnightly domestic waste service is available but the service is not utilised.

That 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 2010/2011.

Kerbside Bulk Waste Collection

That for 2010/2011, in accordance with Section 496 of the Local Government Act, 1993 a Domestic Waste Management Service annual charge of \$15.00 be made for parcels of land where the kerbside bulk waste collection and disposal service is available.

Waste Management Service

That for 2010/2011, in accordance with Section 501 of the Local Government Act, 1993 a Waste Management Service annual charge of \$376.85 be made for a 240 litre bin, and an annual charge of \$230.60 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

That for 2010/2011, 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 \$494.00
- Unconnected Residential Properties..... \$329.00
- Unconnected Business Properties..... \$330.75
- Business - Category 1 (<1,000 litres per day) \$575.00
- Business - Category 2 (1,001 - 5,000 litres per day) \$2,883.00
- Business - Category 3 (5,001 - 10,000 litres per day) \$5,743.00
- Business - Category 4 (10,001 - 20,000 litres per day) \$11,451.00
- Business - Category 5 (>20,000 litres per day) \$11,451.00
- Additionally, a trade waste volume charge of \$1.93 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 \$247.00 be granted to the owner(s) in annual concession for 2010/2011.

Sullage Pump-Out Services

That for 2010/2011:

- In accordance with Section 501 of the Local Government Act, 1993, a Sullage Pump-out Service annual charge of \$1,245.00 will be made for the provision of a fortnightly sullage pump-out service to residential properties.

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- In accordance with Section 501 of the Local Government Act, 1993, a Sullage Pump-out Service annual charge of \$2,490.00 will 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 2010/2011. 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, that 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 maximum interest rate charged on overdue rates and charges for 2010/2011 by Council be set at 9% as permitted by the Minister for Local Government.

3. The persons and organisation who made submissions in response to the exhibition of Council's 2010/2011 Draft Management Plan be advised of Council decision in this regard and the relevant comments in the report.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo



extraordinary
meeting

end of
business
paper

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.