



H a w k e s b u r y C i t y C o u n c i l

special
meeting
business
paper
supplementary

date of meeting: 23 June 2003

location: Council Chambers

time: 7.00pm

ITEM	SUBJECT	PAGE
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AGENDA

-	Apologies.	
-	SECTION 4 - Reports for Determination	
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special

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section

reports
for determination

ITEM: 106 **Adoption of the 2003/2004 Management Plan**

FILE NUMBER: GM001/002/FNC/ORF23&BX.F03

REPORT:

Supplementary Report to Item No. 104

The following report detailing in full all items for consideration in the adoption of the 2003/2004 Management Plan is supplementary to and should be read in conjunction with Report No. 104.

Council resolved at the 12 May 2003 Special Meeting that:

- “1. The 2003/2004 Draft Management Plan which includes Council's Strategic Plan, Operational Plan, Budget Estimates and Revenue Pricing Policy be advertised in accordance with Section 405 of the Local Government Act (1993).*
- 2. The allocation in Council's Operational Plan under the three year building maintenance plan estimates for 2003/2004 and 2004/2005 for maintenance to Toxana House, if sold, be reallocated for the upgrading of the McQuade Park kiosk, store and associated facilities.*
- 3. The matter of sullage be further reported in relation to reducing the increase necessitated by the subsidy of pensioners and this be reviewed further prior to determination of the Budget at the Special Meeting of Council in June 2003.”*

Public Meeting

Report provided under Management Plan Public Meeting Outcomes.

Public Submissions

Following public exhibition over the period 21 May to 18 June 2003 inclusive, and Council's public meeting held on 4 June 2003, submissions have been received in relation to the 2003/2004 Draft Management Plan.

A list of those submissions is detailed below followed by a summary of issues raised in those submissions and in correspondence received in regard to the Draft Management Plan.

1. Alan Eagle on behalf of the Hawkesbury Mainstreet Committee and the Hawkesbury City Chamber of Commerce and Industry
2. Alan Eagle on behalf of the Richmond Mainstreet Committee
3. Steve Chadevski on behalf of the North Richmond Mainstreet Committee
4. Corrie Ambrose on behalf of the South Windsor Mainstreet Committee
5. Janice Fraser on behalf of the Windsor Mainstreet Committee

6. Julie Cairnes on behalf of the Women's Cottage
7. Jenny Pratt on behalf of the Fitzgerald Memorial Hostel Inc
8. David Bertenshaw on behalf of the Hawkesbury Sports Council.
9. Jan Hardy on behalf of the Windsor Mainstreet Committee
10. Ian Dodd on behalf of the Tourist Railway Association Kurrajong (TRAK)
11. Jan Brown on behalf of HCC Family Day Care
12. Allan Wilcox on behalf of the Hawkesbury District Tennis Association Inc.
13. J P Bruce of 16 Jamieson Parade, Collaroy NSW.
14. Debbie Doeland on behalf of Bligh Park Out of School Hours Care.
15. Pam Doyle on behalf of the Blaxlands Ridge Community Centre.
16. Trevor Devine on behalf of Havelock Real Estate.
17. Warrick Nichols on behalf of residents of Warrigal Road
18. Councillor Kevin Conolly
19. Hawkesbury Leisure Centre (HLC) - Change in Pricing Policy
20. Sullage Charges
21. Janette Lennox on behalf of Kurrajong Scarecrow Festival and Kurrajong Small Business and Community Forum Inc. (Received 19 June 2003)
22. Kaye Madden of Freemans Reach (Received 20 June 2003)
23. Matters raised by Council.

Summary of Submissions and Correspondence

1. Alan Eagle on behalf of the Hawkesbury Mainstreet Committee and the Hawkesbury City Chamber of Commerce and Industry

Mr Eagle's submission expressed appreciation for Council's ongoing support for the Mainstreet program and for commitment by Council staff. Mr Eagle also commented on the benefits of the new improved look of the Management Plan and the introduction of the Open Public Meeting.

"I would like to thank council for their ongoing support of the mainstreet program as expressed in the draft Management Plan.

The Draft Management Plan this year was very much improved. It was presented in a very readable manner and with the public meeting added to the consultation process. I believe it added value to the process.

Your staff commitment to assisting us to move forward has been a very key element in gaining community and business support for the program."

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

2. Alan Eagle on behalf of the Richmond Mainstreet Committee

Mr Eagle's submission expressed appreciation for Council's ongoing support for the Mainstreet program and the resulting strengthening partnership arrangements between the Chamber, Mainstreets and the Community.

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

3. Steve Chadevski on behalf of the North Richmond Mainstreet Committee

Mr Chadevski's submission expressed appreciation for Council's ongoing support for the Mainstreet program and the resulting strengthening partnership arrangements between Council and our Mainstreet Committee. Mr Chadevski also stresses the strategic importance of Mainstreet programs in the *"ongoing development of our town"*.

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

4. Corrie Ambrose on behalf of the South Windsor Mainstreet Committee

Mr Ambrose's submission expressed appreciation for Council's ongoing support for the Mainstreet program and the resulting revitalisation of South Windsor. Mr Ambrose also expresses appreciation to *"Chris Daley and his team for their ongoing support in assisting us getting these projects completed"*.

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

5. Janice Fraser on behalf of the Windsor Mainstreet Committee

Ms Fraser's submission expressed appreciation for Council's ongoing support for the Mainstreet program and for commitment by Council staff. She specifically mentions the successful shopping promotion, and looks forward to commencement of the *"cities regional gallery / library"*.

Ms Fraser also comments how the Draft Management Plan *"outlines the importance of economic development and the importance of a healthy Mainstreet program to the Hawkesbury..."*.

"I would like to thank council for their ongoing support of the mainstreet program as expressed in the draft Management".

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

6. Julie Cairnes on behalf of the Women's Cottage

Ms Cairnes wrote to Council's Aged and Disability Services Officer requesting that Council consider providing a 'Seeding Access and Equity Grant' for the purpose of having two Disability Access Ramps constructed at the Cottage.

Ms Cairnes indicates that: *"The Women's Cottage needs these ramps for safe access to our building for the aged, people with disabilities and mobility problems, mothers with prams, people who use walking frames, wheelchairs etc..."*

A quote has been provided indicating that a concrete wheelchair access at both the front entry of the building and on the patio to the front door would cost some \$1,388 (one thousand three hundred and eighty eight dollars) inclusive of GST.

Accordingly, it is requested that this amount be included in Council's Building Operation Plan.

It is recommended that the project be supported and that funding be allocated for 2003/2004 in the amount of \$1,388.00 (one thousand three hundred and eighty eight dollars) from identified savings outlined in Item 18 below.

7. Jenny Pratt on behalf of the Fitzgerald Memorial Hostel Inc. (FMH)

Ms Pratt has written to Council seeking *"a reduction in the proposed fee set by Hawkesbury City Council for the financial year 2003/2004 for the Financial Management Services provided by Council for the Hostel"*.

Ms Pratt indicates that the FMH is a *"stand alone not for profit community based organisation"* and the *"only Aged Care Facility in Windsor"*. The Hostel *"provided quality care for 40 residents"* and any *"profit made by the organisation is returned to the residents via resident care, upgrading of the building and grounds, staff increase as required, compliance with fire and safety standards and ongoing maintenance"*.

"The Hostel is seeking a reduction in this year's financial management fee to \$15,000 (fifteen thousand) with a review in February, 2004 for the year 2004/2005".

Background Information

The FMH is provided with accounting services similar to those provided on behalf of the Hawkesbury Leisure Centre. A 'Service Level Agreement' exists wherein Council agrees to provide various accounting services involving Creditors services (processing payments), banking revenue, payroll processing, preparation of detailed financial reports, preparation of the Annual Report and provision of senior staff representation at monthly Board meetings.

It is acknowledged that the FMH does provide a community service and it is for this reason that the service has previously (2002/2003) been provided for a fee of \$9,186.00 (nine thousand one hundred and eighty six dollars). However it is proposed in the Draft Management Plan to increase this fee to \$29,200.00 (twenty nine thousand two hundred dollars) to better reflect a more reasonable cost of providing the service, though still one that reflects a subsidy to FMH by Council.

It is therefore recommended that the report be received and the proposed fee of \$29,200.00 (twenty nine thousand two hundred dollars) remain.

8. David Bertenshaw on behalf of the Hawkesbury Sports Council (HSC).

Mr Bertenshaw expresses disappointment in the Draft Management Plan indicating that in his opinion the document *"demonstrates Council's bias for specific projects and committees whilst ignoring the needs of the general community and the contribution they provide to the health and well being of our residents"*. It was also suggested that recreation should be divided into two distinct areas, passive and active, and he comments that projects like the new library and museum *"could certainly restrict available funding for other more urgent projects"*.

Mr Bertenshaw makes nine specific recommendations of change to the Strategic Plan. These are essentially aimed at providing sports and recreation, and the Hawkesbury Sports Council specifically a higher profile in the Management Plan. The suggested amendments have been reviewed and it is considered that several suggestions, subject to minor alteration can be included.

Mr Bertenshaw makes two specific recommendations of change to the Operational Plan. These relate to providing specific Sports Council information in the Parks and Recreation program and the inclusion of a permanent helicopter landing area under Fire Control.

The first suggestion has already been implemented into the Operational Plan. However as there is no planned provision of a permanent helicopter landing area, any reference in the Operational Plan is currently unnecessary.

Mr Bertenshaw suggests that three items included in the 3 year Building Program in the year 2005/2006 be brought forward to the 2003/2004 year. A review of these programmed works indicates that funding of these works was to be carried out through the \$200,000 annual capital funding provision made to the Sports Council. Accordingly the inclusion of these works in the 3 year Building program is unnecessary.

The HSC also make representations in regard to the 2003/2004 budget. They indicate that proposed funding is insufficient and would require the HSC to:

- (a) *treble ground hire fees which would place many sporting groups in jeopardy;*
- (b) *charge schools, community, church, casual users on hourly rates which would be extremely difficult to control;*
- (c) *reduce staff.*

The HSC maintain that none of these actions are in the best interest of users or the community and therefore seek the originally requested budget of \$552,302 for operational and consumables and \$226,033 for capital works. This represents an increase of \$78,412 in 2003/2004.

It is therefore recommended that the Strategic Plan be amended as necessary to include references made in Mr Bertenshaw's submission and that the 3 year Building program be amended to remove references to proposed work to the North Richmond Tennis Shelter roof replacement, the Trampoline Field Amenities Store Room and the Icely Park Amenities disabled toilet. It is also recommended that the additional funding be provided for operations and consumables to the value of \$552,302, being \$52,379 additional to the amount in the current budget be provided and funded from savings identified in Item 18 below.

It is not recommended to provide the additional capital amount of \$26,033. Should Council determine to fund the capital request, capital items in the capital works program would need to be removed.

9. Jan Hardy on behalf of the Windsor Mainstreet Committee

Ms Hardy requests that Council give the Windsor Mainstreet Committee *"assurance that an adequate supply of public toilets will be budgeted in the Management Plan 2003/2004"*. Ms Hardy also seeks assurance from Council that the Management Plan includes a budget provision to *"conduct a major lighting upgrade of the township"*.

Ms Hardy maintains that *"without this basic infrastructure, it is impossible to present a vibrant retail community to the increasing number of tourists to the town"* and that residents will tend to go to other venues such as the Richmond Marketplace and Richmond Mainstreet.

The submission provides no specific costing for the proposed infrastructure works.

In regard to the request for additional lighting, Council has already referred the matter to Integral Energy for review and is awaiting response. In respect to provision of additional public toilet facilities, any proposed inclusion of such infrastructure works would require a reassessment of the capital work priorities.

It is therefore recommended that the report be received and further considered as part of the 2004/2005 Management Plan and that requests for infrastructure of Windsor Mainstreet are considered with the work to be carried out as part of the Windsor Master Plan for which funds are provided.

10. Ian Dodd on behalf of the Tourist Railway Association Kurrajong (TRAK)

Mr Dodd thanks Council for its continued support of the heritage railway proposal and requests that Council provide assistance in regard to a number of other proposals with their inclusion in the 2003/2004 Management Plan.

Additional requests from TRAK include acknowledgement and support of TRAK in Council's Management Plan, representations by Council at State level on behalf of TRAK, financial assistance to purchase rail line from Walgett, assistance in storage of acquired rail line, assistance in the retrieval and reconstruction of the old North Richmond Waiting Shed, advice on the carriage restoration program and assisting TRAK to liaise with other community groups and landowners.

Council is aware that TRAK was provided an allocation of \$5,000.00 (five thousand dollars) in the 2001/2002 budget year and that on 13 May 2003 Council resolved that: *"The remaining TRAK funds of \$2,200.00 (two thousand two hundred dollars) be allocated to their carriage restoration program"*.

Council has demonstrated 'in principle' support for TRAK undertakings. However support of the kind currently requested by TRAK has not been quantified.

It is recommended that the document be received and as per Council's resolution of 10 June 2003 and that Council allow TRAK to store its railway line on the Old East Kurrajong Tip site and that TRAK be requested to provide further details in relation to transportation costs that they are requesting Council to contribute towards.

11. Jan Brown on behalf of Hawkesbury City Council Family Day Care

Ms Brown writes to Council requesting that funds provided for and included in the current estimates (\$12,000.00 [twelve thousand dollars]) for extension of the Bligh Park Children's Centre for additional storage area be utilised elsewhere. Ms Brown indicates that the Architect has stated that the proposed extension cannot proceed *"as the service entry points would be covered by the extension to the building"*.

Ms Brown requests that this money be utilised to finance three urgently needed jobs to *"ensure that the Family Day Care service meets its Occupational, Health and Safety requirements"*. Those jobs include: new work stations with storage for staff in both of the Family Day Care offices (\$8,000.00), raising the perimeter fence and level yard (\$3,000.00 - 4,000.00) and repair to a gate on the sandpit perimeter fence (quote not obtained).

Council has both a legal and social obligation to ensure community services are provided efficiently and in conformance with legal and safety requirements. As funds have already been provided for this program, reallocation of funds would not impact on the 2003/2004 estimates.

It is recommended that Council support the reallocation of funds provided for additional storage at the Bligh Park Children's Centre for the provision of new work stations with storage for staff in both of the Family Day Care offices and raising the perimeter fence and level yard. It is envisaged that the repair to the gate on the sandpit perimeter fence can be undertaken within the existing building maintenance program. There is no impact on the 2003/2004 proposed estimate.

12. Allan Wilcox on behalf of the Hawkesbury District Tennis Association Inc

Mr Wilcox is requesting that Council make a budget allocation to assist the Association to make repairs to maintain the centre in good condition. As part of their submission to Council, a 5 year strategic plan is provided indicating proposed works during the period 1999-2004.

Scheduled in 2003 are repairs to court fencing estimated to cost \$24,000.00 (twenty four thousand dollars). Mr Wilcox on behalf of the Association is requesting that Council consider providing \$12,000.00 (twelve thousand dollars), being half share of repairs to court fencing and/or make available an interest free loan of \$24,000.00 (twenty four thousand dollars) over 10 years payable at a rate of \$2,400.00 (two thousand four hundred dollars) per annum.

If Council were to make a cash contribution of \$12,000.00 (twelve thousand dollars), those funds would need to be reallocated from another program. An interest free loan could be accommodated.

It is recommended that Council support the allocation of an interest free loan of \$24,000.00 (twenty four thousand dollars) and raise a long term debtor account (10 years) with the Hawkesbury District Tennis Association Inc. However, it is recommended that the contribution of \$12,000.00 (twelve thousand dollars) to finance the proposed works be declined.

13. J.P.Bruce of 16 Jamieson Parade, Collaroy NSW.

Mr Bruce makes application to Council to consider planning for additional parking facilities in Windsor. Mr Bruce also requests that Council *"not allow second hand vehicles to be stored for sale on the Jolly Frog site"*, *"provide an area specifically for Staff Parking"* and to *"softly flood light for two hours after dark a few important or interesting buildings in the town in a manner such as the former Methodist Manse (cnr. Fitzgerald and Macquarie streets)"*.

The need for suitable car parking space and adequate city lighting is recognised in the Draft Management Plan - both as key actions in the Operational Plan and with necessary budget funding. In regard to the request for additional lighting, as indicated at item 9, Council has already referred the matter to Integral Energy for review and is awaiting response.

It is recommended that the document be received. There is no impact on the 2003/2004 Budget.

14. Debbie Doeland on behalf of Bligh Park Out of School Hours Care.

Ms Doeland has written to Council advising that Bligh Park Out of School Hours Care Service is in the process of seeking National Child Care Accreditation. In order to achieve that accreditation, a sink must be installed separate from the kitchen sink for the purpose of cleaning equipment such as brushes, toys etc. A quote for a plastic or steel sink has been supplied in the order of \$880 and \$925 respectively (inclusive of GST).

The centre is shared with the Hawkesbury Family Day Care and Toy Library who also currently prepare food at the current sink for children using the services.

Ms Doeland was contacted in regard to her submission and she advised that the Bligh Park Committee were supportive of the request. Accordingly, it is requested that this amount be included in Council's Building Operation Plan.

Given the benefit to be gained by the Bligh Park Out of School Hours Care Service, Hawkesbury Family Day Care and Toy Library from the proposed works, it is recommended that the proposal be supported and that funding be allocated for 2003/2004 in the amount of \$925 from identified savings outlined in Item 18 below.

15. Pam Doyle on behalf of the Blaxlands Ridge Community Centre (BRCC).

Ms Doyle has made a submission to Council which refers to the public meeting held by Council (1 June 2003) to provide a forum for residents to have their say in regard to the proposed sale of the Reserve at Comleroy Road.

The Committee is dissatisfied with current service arrangements provided by Council as indicated by some specific issues raised such as:

- *"No playground equipment anywhere"*
- *Request for "safer" area to walk, ride push-bikes etc.*
- *"No roadside picnic areas"*
- *"Nowhere for Blaxlands Ridge Rural Fire Service to train"*
- *"Failure of Council to maintain grounds"*
- *"Fenced area of Community Centre used by Playgroup and Mobile Pre-School is nothing more than a dust bowl."*

The Committee request that Council include the following proposals in the 2003/2004 budget.

- Reference is made to Crown Land that could be used for the purpose of providing a recreational area and training ground for the RFS.

No details are provided as to costing or details of works to be carried out. This matter will be referred to the Rural Fire Service for their opinion.

- Reference is also made to available infrastructure at the BRCC Centre and the need to make *"only minor modifications"* (to the existing outside toilet facility) are necessary to make it available *"for open public use"*.

Again no estimates as to costing or details of works to be carried out. This matter will be referred to the Manager Building Services for costing and inclusion in future plans.

- The Committee requests that a carport like shelter, picnic tables and seating be provided on the grassed area adjacent to the tennis court. It is proposed that this could be provided for \$5,000.

The three year Building Program makes a provision of \$3,500.00 (three thousand five hundred dollars) in 2004/2005 for this purpose. The matter will be referred to the Manager Building Services for review.

- Reference is also made to a request for a small playground area beside the shelter/picnic table.

Again no estimates as to costing or details of works to be carried out. This matter has been referred to the Manager Parks and Recreation for costing and inclusion in a future plan.

- The Committee requests that artificial turf for the internal fenced area be provided at a cost of \$45 per sq. metre.

\$8,000 (eight thousand dollars) has been allocated for this purpose in the 2004/2005 year.

It is recommended that the document be received and that further consultation is made with the Blaxland Ridge Community Centre Management Committee with a view to consideration in the 2004/05 Management Plan.

16. Trevor Devine on behalf of Havelock Real Estate.

Mr Devine has written to Council and made some observations in regard to several budget estimate items and in regard to several items in the revenue pricing policy. However the issues raised do not affect the 2003/2004 budget. The only dollar amount queried refers to an internal charge (sullage disposal) payable to the Sewerage Fund. The variance identified is immaterial and explainable.

Mr Devine also raised questions in relation to management of Council's property management department indicating that costs *"Could be greatly reduced by engaging contract professionals in the property management field. I would be happy to assist Council with this matter"*.

In regard to pricing policy, Mr Devine maintains that the following pricing charges are not justified.

Service	2002/2003	2003/2004	%age increase.
Drainage diagram	\$46.40	\$60.00	29.3%
Development Control Plan	\$20-\$80	\$25-\$100	20-40%
FOI Application Fee	\$30.00	\$40.00	33.3%

Generally fees and charges have only risen by CPI (or approximately 3%). However in reviewing prices, Officers are required to ensure that pricing policy is in accordance with Section 611 of the Local Government Act 1993. S.611 requires that in setting pricing policy there is recognition of the cost to the council of providing the service, the price suggested for that service by any relevant industry body or in any schedule of charges published, from time to time, by the Department, the importance of the service to the community and any factors specified in the regulations. Consequently, some services have been increased above the CPI index.

It is considered that fees and charges provided in Council's pricing policy meet the criteria as defined by the LGA 1993, that they reflect the cost of providing the relevant services and should be maintained for the 2003/2004 financial year.

Mr Devine also questions the validity of fees charged under the Protection of Environment (POEO) Act 1997 prior to their incorporation into Council's pricing policy. Section 404 of the Local Government Act 1993 provides for disclosure of a council's revenue pricing policy including a statement of fees and charges and the amounts of those fees and charges. Mr Devine maintains that as this had not occurred in relation to POEO fees charged prior to 2003/2004, there is a question as to their validity.

Council sought clarification from the Department of Local Government on this issue. Council was (verbally) advised that Environment Protection Notices under the POEO Act are determined by an organisation external to Council and need not be included in Council's Pricing Policy. Moreover, POEO fees are in fact penalties, not fees for service, and therefore not defined as fees and charges.

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

17. Warrick Nichols on behalf of residents of Warrigal Road

Mr Nichols has written to Councillor Rasmussen seeking that representations be made to Council in regard to reallocating some funds identified for road resealing in the Draft Management Plan from the St Albans area to Warrigal Road. Specifically, it is requested that one third of the \$200,000 in funds being allocated to St Albans Road be reallocated to Warrigal Road (i.e. \$66,667).

Mr Nichols provides examples in support of his request including the *"dust nuisance"*, *"the constant and regular need for maintenance"*, increased traffic in the *"first section of road"*, and that *"virtually nothing of our rate dollar"* is being spent in our neighbourhood.

Council has already considered the 3 year roads maintenance program in favour of maintaining resealing works on St Albans Road.

It is recommended that the information be received and that current funding for road resealing of St Albans Road remain unchanged.

18. Councillor Kevin Conolly (Deputy Mayor)

Councillor Conolly wrote to Council (email) seeking clarification in regard to a number of matters in Council's 2003/2004 budget. Some specific queries raised by Councillor Conolly correctly identified errors or omissions in the draft budget that have since been corrected. These include:

i. Item 15524330000 - Land rates payable on carparks

An over provision was made, in the main as a result of various parcels of property previously being separately rated. Following an amalgamation of properties for rating purposes, coupled with an expected reduction in rates on commercial properties, the expense previously budgeted is being reduced to \$21,500 representing a saving of \$17,327.

ii. Item 11525810000 - Library other recurrent expenditure

Councillor Conolly questioned the unusually high increase in these recurrent costs. Investigation determined that an error occurred in the 2002/2003 budget whereby the replacement cost of a council vehicle was included as an operating expense. This resulted in that cost being included twice in the draft 2003/2004 budget. Utility costs were also identified as being double counted and corrected accordingly. The expense previously budgeted is being reduced to \$105,938 representing a saving of \$38,401.

It is recommended that the draft budget for 2003/2004 to 2005/2006 be amended to reflect corrections as identified above. This represents a net saving of \$55,728 in 2003/2004.

19. Hawkesbury Leisure Centre (HLC) - Change in Pricing Policy

Council resolved at its 12 May Special Meeting that *"The 2003/2004 Draft Management Plan which includes Council's Strategic Plan, Operational Plan, Budget Estimates and Revenue Pricing Policy be advertised in accordance with Section 405 of the Local Government Act (1993)."* The advertised fees and charges included those in relation to the HLC.

Since those fees and charges were advertised, Leisure Co have made submission to Council through Council's HLC Board for a change in pricing policy. The new fee structure is attached.

Review of the suggested pricing policy proposed appears more conducive to achieving the HLC's strategic objectives.

Leisure Co have also presented a revised budget to Council's appointed Board which has been forwarded for consideration indicating that an anticipated operating cash deficit result of \$149,852 (before depreciation, capital expenditure and any Council contribution).

The proposed cash operating deficit is considered unacceptable in regard to projected financial performance and following Councillor Conolly's request that Council contribution be withheld and made available as a provision to funding any future deficits.

It is recommended that the fees and charges as proposed by the HLC be adopted and made effective from Monday 21 July 2003 to allow a period of notice to advise of the revised fee structure. There is no impact on the 2003/2004 proposed estimates.

It is also recommended that the proposed HLC deficit budget for 2003/2004 not be accepted and that the Board be advised accordingly. Further, that negotiation continue to take place between Leisure Co and Council until an alternative budget with an acceptable financial result is obtained.

20. Sullage Charges

As indicated Council resolved at the 12 May 2003 Special Meeting that:

"The matter of sullage be further reported in relation to reducing the increase necessitated by the subsidy of pensioners and this be reviewed further prior to determination of the Budget at the Special Meeting of Council in June 2003."

This matter has been reviewed with various options provided to Council for consideration under a separate report.

It is recommended that the information be received.

21. Janette Lennox on behalf of Kurrajong Scarecrow Festival and Kurrajong Small Business and Community Forum Inc. (Received 19 June 2003)

Ms Lennox has written thanking Council for the invitation to attend the Management Plan Public Meeting. Ms Lennox requests that Council consider providing for an upgrade to Memorial Park which she indicates the community was led to believe would take place.

Memorial Park is used by the community for a range of activities including the Anzac Service, the Scarecrow Festival, Christmas Carols, etc. Ms Lennox indicates there are no seats in the park.

Currently there is provision of \$8,000 to provide for a disabled footpath at Memorial Park in 2004/2005. This matter will be referred to the Manager Building Services for review.

It is recommended that the document be received. There is no impact on the 2003/2004 proposed estimates.

22. Kaye Madden of Freemans Reach. (Received 20 June 2003)

Ms Madden has written to Council expressing concern of the allocation of "\$6.96m to *'Development of Cultural Facilities'*". Ms Madden is referring to the proposed capital works on the Museum/Library/Art Gallery scheduled for 2003/2004. Ms Madden compares this expenditure with capital works proposed for roads and maintains that the intended expenditure is to the benefit of a community minority whereas alternative capital works could benefit the broader community, *"in particular Wilberforce, Glossodia and Freemans Reach"*.

Council budgets significant amounts of expenditure on capital works every year, something in the order of \$20 million. The majority of these funds are provided for services to the benefit of the broad community and include works on roads, bridges, footpaths, kerb and gutter, drainage, waste, sewerage, sporting and cultural development, parks and gardens, the environment and many other services. Moreover, scheduled works undergo community consultation and are gradually incorporated into a strategic document designed to achieve Council's mission statement:

"To protect and enhance the unique historical and environmental features of the Hawkesbury region whilst encouraging planned development and providing services appropriate to the needs to the wider community".

Works planned for the development of the Museum/Library/Art Gallery meet the above mentioned mission statement and may represent a significant capital contribution in the next three years of construction. The benefits to be derived serve the broader community and will serve as a major attraction to the city.

It is recommended that the information be received. There is no impact on the 2003/2004 proposed Estimates.

23. Matters raised by Council

Council resolved at its 12 May 2003 Special Meeting that:

"2. The allocation in Council's Operational Plan under the three year building maintenance plan estimates for 2003/2004 and 2004/2005 for maintenance to Toxana House, if sold, be reallocated for the upgrading of the McQuade Park kiosk, store and associated facilities".

Following the sale of Toxana projects amounting to \$22,000 have been removed from the 3 year building program and reallocated to projects upgrading McQuade Park kiosk, store and associated facilities.

Council also resolved at its 10 June 2003 Ordinary Meeting that:

"The old Hawkesbury Hospital building including the old kitchen building at the rear, be leased to Dr Ian Rafter (First Choice Health Care) for a lease period of 10 (ten) years with a further 5 (five) year option".

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Council is advised that this is expected to generate some \$128,500 of lease income for the 6 month period (January - June 2004).

Council is also advised that following the recent sale of properties and ongoing budget review, the following adjustments are required to be made.

Loss of income from sale of properties

• Toxana	\$37,584
• Yarrawonga	\$9,100
• Stewarts Lane	<u>\$9,880</u>
Total	\$56,564

Corrections to budget following ongoing review have also been identified a net increase in costs of \$71,465. This has generally been due to omission of the Tidy Town & Entrance Project previously reported to Council (\$100,000). This has been partially offset through a net reduction in salary related costs.

The effect of all of these adjustments is summarised below:

Additional income

• Old Hospital site	\$128,500
• Savings identified at item 18 of this report	<u>\$55,728</u>
	\$184,228

Additional expenses

• Lost rental from sold properties	\$56,564
• Budget corrections	<u>\$71,465</u>
	\$128,029

Available for allocation to alternative projects **\$56,199**

Projects recommended affecting 2003/2004 Estimates

• Item # 6	\$1,388
• Item # 8	\$52,379
• Item # 14	<u>\$925</u>
	\$54,692

Proposed surplus budget for 2003/2004 **\$1,507**

It is recommended that Council resolve to make the above mentioned changes to the 2003/2004 Estimates.

RECOMMENDATION:

That:

1. The information be received.
2. The 'seeding access and equity' grant, requested on behalf of the Womens Cottage for the purpose of having 2 (two) disability access ramps constructed, in the amount of \$1,388.00 (one thousand three hundred and eighty eight dollars) be approved.
3. Reference to proposed works in the Three Year Building program in relation to the North Richmond tennis shelter roof replacement, Tamplin Field amenity storeroom and Icely Park amenities disabled toilet be removed from the Three Year Building Program in 2005/2006.
4. Additional funding for the 'operations and consumables' for the Hawkesbury Sports Council Incorporated be increased to \$552,302.00 (five hundred and fifty two thousand dollars three hundred and two dollars).
5. \$12,000.00 (twelve thousand dollars) provided in the Estimates for extension to Bligh Park Children Centre for additional storage, be reallocated to fund the provision of new workstations in both Family Day Care offices, and raising the perimeter fence and level yard.
6. An allocation of an interest free loan of \$24,000.00 (twenty four thousand dollars) be made over a 10 (ten) year period to Hawkesbury District Tennis Association for the purpose of repairs to court fencing.
7. An amount of \$925.00 (nine hundred and twenty five dollars) be provided to the Bligh Park Out of School Hours Care for the provision of a kitchen sink in order to achieve National Child Care Accreditation.
8. A reduction in 'land rates payable on carparks' be made in the amount of \$17,327.00 (seventeen thousand three hundred and twenty seven dollars).
9. A reduction in 'library other recurrent expenditure' be made in the amount of \$38,401.00 (thirty eight thousand four hundred and one dollars).
10. The fees and charges for Hawkesbury Leisure Centres Incorporated, as proposed, be implemented from Monday 21 July 2003. The proposed fees and charges were provided as an attachment to this report.
11. \$128,500.00 (one hundred and twenty eight thousand five hundred dollars) derived from the lease of the Old Hospital Building, including the old kitchen to the rear, be included in the Estimates for rental properties.

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12. Income from rental properties be reduced by \$56,564.00 (fifty six thousand five hundred and sixty four dollars) due to the recent sale at auction of Council properties.
13. Various corrections to the budget following ongoing review amounting to \$71,465.00 deficit (seventy one thousand four hundred and sixty five dollars) be made.

ATTACHMENTS:

AT-1 Hawkesbury Leisure Centre Proposed Fees and Charges 2003/2004.

Hawkesbury Leisure Centre Proposed Fees and Charges 2003/2004

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Hawkesbury Leisure Centre Proposed Fees and Charges 2003/2004

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special
meeting

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