special meeting business paper

date of meeting: 27 June 2005
location: council chambers
time: 7:00 p.m.

Hawkesbury City Council

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 5:00pm with a break from 7:00pm to 7:30pm and are scheduled to conclude by 11:00pm. These meetings are 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 Administration and Governance on 4560 4426 or by email at pjackson@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.

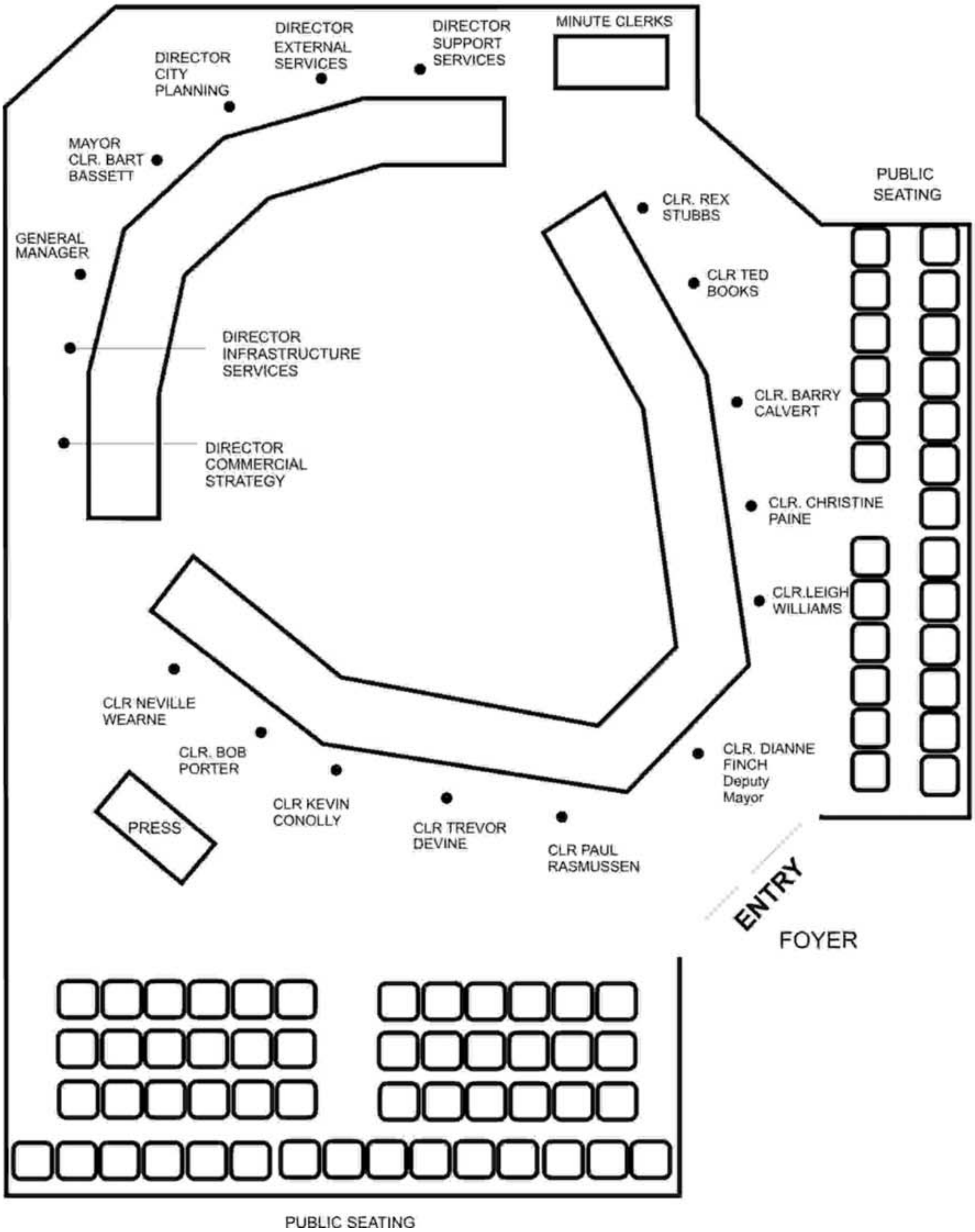
Website

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, Administration and Governance on, telephone 02 4560 4426.

council chambers



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Meeting Date: 27 June 2005

SECTION 4 - Reports for Determination

Item: 191 **SS A - Adoption of the 2005/2006 Management Plan - (96332, 107)**

Previous Item: 134, Special (9 May 2005)

REPORT:

At the Special Meeting of Council held on 9 May 2005 consideration was given to a report by the General Manager in relation to the draft 2005/2006 Management Plan and it was subsequently resolved as follows:

"That:

1. *The General Manager's report regarding the draft 2005/06 Management Plan and Budget be received.*

2. *The draft Management Plan, incorporating Council's Strategic Plan, Operational Plan, Budget Estimates and Revenue Pricing Policy, be adopted for exhibition purposes and be advertised in accordance with section 405 of the Local Government Act 1993, subject to the incorporation of the following variations in these documents.*

   a) *Capital Works funding be reduced by $236,000 (further sealing of St Albans Road) as a result of the requirement for Council to recommence the payment of specified superannuation contributions.*
   b) *The reduction of the allocation for membership of the Western Sydney Academy of Sport by $3,789 (Component No 50) on the basis of excess funds being provided in the Draft Budget and sufficient funds remaining to enable Council to become a financial member of the Academy in 2005/06.*
   c) *The allocation for Commercial Response Audit Fees (Component No 40) be reduced by $2,000.*
   d) *The allocation for Transfer to Risk Management Reserve (Component No 16) be reduced by $5,000.*
   e) *The allocation for Transfer to Internal Reserves (Component No 21) be reduced by $3,221.*
   f) *That an amount of $250,000 be included within Component No 66 to allow Council to provide discretionary funding to the Rural Fire Service on the basis of this being represented by $180,000 for the period to 31 December 2005 and $70,000 for the remainder of the financial year.*
   g) *The Waste Management Budget (Component No 81) being reviewed and the charges for Waste Management being amended as follows:*

Type of Service	*Charge*
RESIDENTIAL	
Occupied (Weekly)	
240 Litre Bin	*$239.00*
120 Litre Bin	*$148.00*
Occupied (Fortnightly)	
240 litre Bin	*$148.00*
120 litre Bin	*$102.50*
Availability Charge	
Weekly	*$77.60*
Fortnightly	*$38.80*
Business	
240 litre Bin	*$239.00*
120 Litre Bin	*$148.00*

h) The allocation for Commercial Response Unit contributions to outside bodies (item 2405) be reduced by $10,000.

i) The allocation for the Local Heritage Assistance Grant Program be increased by $10,000.

3. Council give the required 6 months notice to terminate the current Service Level Agreement with the Rural Fire Service effective from 31 December 2005 and commence discussions with the Rural Fire Service with a view to formulating a new Service Level Agreement to be effective from 1 January 2006

4. A Special Meeting of Council be held on Monday, 27 June 2005 to consider any public submissions received in respect of the 2005/06 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 2006.

5. A report be provided to the Special Meeting on 27 June 2005 detailing the proposed allocation of Section 356 expenditure.

6. A working party consisting of appropriate Council staff and Councillors be established to review certain fees and charges with the submission to be provided to the Special Meeting of Council on 27 June 2005.

7. Council actively investigate public/private partnerships and investment opportunities, which Council can enter into in the next 12 months."

In connection with part 6 of the above resolution the Council additionally resolved as follows:

"That the working party consist of the Council staff and Councillors who currently sit on the Audit Committee."

Points a) to i) of part 2 of Council's resolution were incorporated into Council's Draft Revenue Pricing Policy and Budget Estimates. The Draft Management Plan for 2005/2006 was then placed on public exhibition from 18 May 2005.

Public Submissions

The public exhibition for Council's 2005/2006 Draft Management Plan concluded on 14 June 2005. At the conclusion of the advertising period a total of three submissions had been received, two in relation to the sealing of St Albans Road and one seeking funding towards the "Living Heritage Newspaper" produced by

Eastbend Rural Communications Incorporated. Details of and comments in relation to these submissions are as follows.

Sealing of St Albans Road

The two submissions in relation to this matter are from Mr Ian Robinson and The MacDonald Valley Association and are in the following terms:

> **Mr Ian Robinson:**
> *I refer you to St. Albans Road (MR181?) and Council's determination to cease funding to this road's sealing programme.*
>
> *This community has for many, many years pleaded with Council to seal this road. In the year 2000, the previous council saw the genuine need to have this road sealed. It not only services the residents who reside here permanently but for the thousands of tourists that make the trip to this historic village each month.*
>
> *There possibly is no other township in the state of NSW that is so closely associated with a major city, where both state and local government bodies promotes it as being one of the jewels in its 'tourism crown' and yet where road services are so appallingly lacking. We are but 1½ hours from Sydney's CBD and one hour from Windsor, we have for generations supplied both districts with our primary production and now with a tourism destination yet our access road remains unsealed.*
>
> *When five hundred vehicles come into the valley each day of a busy weekend, the price paid for the residents is the suffocating and all pervading dust throughout the valley from where the unsealed road commences to the village of St. Albans.*
>
> *We were able to contend with the yearly allocation of $236,000.00 in the knowledge that at least Council was, at long last, making a contribution to the betterment of our lives.*
>
> *To have this funding curtailed shows just how negligent and non-caring the council has been in making this dreadful decision without any consultation with the local community and its representative bodies.*
>
> *We have been led to believe that a single community member has had an undue influence on certain council members enabling them to make this decision as one that complies with the wishes of the Macdonald Valley community. This cannot be more erroneous.*
>
> *I implore the Council to reconsider this decision and restore the one major contribution that it makes in its infrastructure to one of its 'border' communities where most councillors generally never visit throughout their tenure.*
>
> **The MacDonald Valley Association:**
> *"The Macdonald Valley community was told, on the front page of a recent Hawkesbury Gazette, that Council would not be providing funds for the continued sealing of St Albans Road in Budget Year 2005/2006. This news was later confirmed in Council's 2005/2006 Operational Plan, Council planning to redirect the relevant funds towards staff superannuation schemes. The Operation Plan does, however, include funding for further sealing in Capital Works forecasts for the two years July 2006/June 2008.*
>
> *I write to record the Macdonald Valley Association's profound disappointment with Council's decision to discontinue the St Albans Road sealing program, approved by Council in July 2000, and now only some 6 kilometres short of linking St Albans with Wisemans Ferry. On behalf of the Valley community, I urge Council to review its decision and to continue this vital community project to early completion.*
>
> *The Macdonald Valley Association was formed in 1991, at Council's suggestion, to present the views of the Valley community to Council. In 2000, the Association asked more than 700*

Valley residents and/or ratepayers qualified to vote in Council elections to give us their views (by way of secret postal ballot) on a series of questions about Valley roads, particularly the sealing of a St Albans/Wisemans Ferry link. About 88% of the 366 respondents told us they were dissatisfied wit the maintenance of the Valley's gravel roads, and about 79% thought the gravel roads should be sealed. Attached is a summary of the poll results.

In July 2000, in the face of strong opposition from Council staff (and, initially, in several cases, from Councillors themselves), we successfully applied for completion of a sealed road link, council passing a resolution in our favour 11 votes to 1. The dissenting Councillor disapproved, not of the sealing itself, but of the slow and piecemeal method of completing the job. Representatives of two other community groups seeking the funding for their roads conceded, in their addresses to Council, that the Macdonald Valley was in greater need of improved and reliable access to both everyday and emergency services. I remind you, nevertheless, that, even when the sealing program is complete, the overwhelming majority of the Macdonald Valley road network will remain, firstly, unsealed, and secondly, being unsealed, the source of considerable dust pollution.

I also remind you that a reliable road link between St Albans and the Hawkesbury is vital to the Valley economy, whether it be farming, building, or tourism. If, as outlined in your 2005/2006 Strategic Plan, planning the future in consultation with the community is, together with a network of well-maintained infrastructure, truly part of Council's Vision for the Hawkesbury, then you should proceed with the sealing of St Albans Road. Councillor Bassett's foreword to the Plan refers to community priorities and the probability that desired outcomes may take years of work to achieve.

It is difficult to understand, in view of the fact that our Association was set up at Council's suggestion, in view of the work we have put into true consultation with our community, and in view of the importance Council professes to place on community consultation, why Council does not hurry this project to completion. Can Council be acting on ill-informed advice regarding community attitudes?"

A copy of the survey results referred to at the conclusion of the third paragraph of the above letter are attached to this report for Council's information.

The following comments have been provided by the Director Infrastructure Services in relation to these submissions:

"As reported within the draft works program approximately 6% of the sealed road network has been assessed as in failed condition, and would cost in excess of $13m to rehabilitate. To continue to utilise Council funding to extend the sealed road network without addressing the current deficiencies would ultimately lead to some roads possibly being returned to a gravel surface.

It should also be noted that the additional capital funding which enabled the sealing program of St Albans Road was provided from the savings from the Council's contribution to the Local government Superannuation Scheme.

As referred to in the above comments, Council would be aware that funds were originally directed toward this project as a result of the savings achieved from the "superannuation holiday". As indicated in part 2 a) of Council's resolution of 9 May 2005, as a result of the partial reintroduction of these payments in 2005/2006 Council determined to reduce the Capital Works funding by $236,000, being the amount provided for the further sealing of St Albans Road.

It should be noted that this reduction only partially met the amount required for the reintroduced superannuation payments (approximately $300,000 in 2005/2006) and a further similar amount will need to be identified as part of the 2006/2007 budget.

If Council were to consider, as a result of these submissions, to provide funds for this purpose it would be necessary for the Council to first identify the area/s of proposed expenditure and/or services to be reduced to meet the provision involved.

Funding towards the "Living Heritage Newspaper":

The following submission from Eastbend Rural Communications Incorporated addressed to all councillors, a copy of which was forwarded to Council by Councillor Williams, seeks a contribution of $400.00 per month ($4,800.00 per annum) for the purchase of a page in the organisations monthly publication the "Living Heritage Newspaper":

> *"Eastbend Rural Communications Inc. is a non-profit community group established at Maroota. Its core business is monthly production of the Living Heritage Newsletter and we are now into our eighth year of publication. The circulation of the newsletter ostensibly is to Maroota and surrounding districts and now totals 2000 copies per month.*
>
> *We have estimated that approximately 825 copies per month (of the total 2000) are currently circulated to areas under the jurisdiction of Hawkesbury City Council, namely the schools of Cattai, Maraylya, Ebenezer and MacDonald Valley, shops at Maraylya, Pitt Town, Hawkesbury Tourism, Hawkesbury Library and Council itself as well as residences in the Maraylya area. The newsletter is produced largely as a voluntary effort. Although a nominal sum is paid to our Editor each month, most of the work of writing and gathering articles, as well as delivery is done entirely by volunteers. We receive much interest in the content and quality of the publication.*
>
> *Currently we receive funding from Baulkham Hills Shire Council for $800 per monthly issue and in return, they are allocated two pages of the 16 page newsletter to supply whatever content they wish to put in. Hornsby Shire Council gives us $400 per monthly issue for one page of content. The costs of printing and preparation of photos (bromides) for each issue is continually rising.*
>
> *We feel that it would be appropriate for Hawkesbury to pay for some content (eg. one page per month at $400) to be placed in the newsletter, as more than one third of the issues are being distributed into Hawkesbury City Council areas. Also many of the articles are pertinent to the Hawkesbury Shire. Our content is usually of an environmental and heritage nature and many of the history stories reported in the Living Heritage concern pioneering historic families and old heritage buildings and properties of the Hawkesbury area.*
>
> *Currently it appears that Hawkesbury City Council advertises its information only in the Gazette and Courier. To extend the outreach of Council to its residents, it would not be unreasonable for Council also to advertise some of its information in the Living Heritage. We would therefore ask that Council consider this request in regard to preparation of next financial year's budget.*"

In respect of this matter it is considered that the proposed provisions for advertising purposes in the 2005/2006 Budget would not have sufficient capacity for the additional advertising support requested by this organisation.

If Council were to consider, as a result of this submission, the provision of funds for this purpose it would be necessary for the Council to first identify the area/s of proposed expenditure to be reduced to meet the provision involved.

Other Budget Related Matters

1. Section 356 Expenditure

Part 5 of Council's resolution of 9 May 2005 in adopting the draft Management Plan for exhibition also called for the submission of a report to this meeting in relation to the proposed allocation of Section 356 expenditure.

However, it will be recalled, that a report in relation to this matter was considered by the Council at its meeting on 14 June 2005 when it was subsequently resolved as follows:

> *"That a review of the Community Donations Program and subject policies be undertaken and a further report be submitted to Council by 30 August 2005."*

2. Working Party to review certain fees and charges

In accordance with part 6 of Council's resolution of 9 May 2005 the Working Party established for this purpose has met and reviewed a number of "full cost recovery" charges, namely in respect of drainage diagrams, the Linen Plan Release Fee, Section 149 Certificate Urgency fee and the Section 603 Certificate Urgency fee. The charges in each of these charges were shown as follows in the exhibited Revenue Pricing Policy:

Service	**Proposed 2005/2006 Fee**
Drainage Diagram	$62.00
Linen Plan Release Fee	$513.00 plus $103.00 per lot
Section 149 Certificate Urgency Fee	$74.00
Section 603 Certificate Urgency Fee	$74.00

As a result of considering various issues surrounding these fees the Working Party agreed to submit the following recommendations to Council:

Drainage Diagrams

That:

a. Drainage diagrams now be produced as an extract of Council's records only with an appropriate disclaimer.
b. All existing diagrams be scanned and recorded in Dataworks, Council's electronic document management system, over the next 12 months.
c. All development consents to include a condition requiring a drainage diagram prior to occupation.
d. The drainage diagram fee be retained at $60.00 for 2005/2006.
e. The drainage diagram fee be reduced to $13.50 for 2006/2007 or a fee equivalent to the charge made by Sydney Water at the time.
f. An over the counter service for drainage diagrams be implemented during the next 12 months.
g. Plumbers and builders still be able to pay for a search of Council records if needed on an individual basis.

Linen Plan Release Fee
That the linen plan release fee for 2005/2006, excluding strata subdivisions, be $250.00 plus $125.00 per lot and that in respect of strata subdivisions the fee be $400.00 plus $125.00 per lot.

Section 149 Certificate Urgency Fee
That the Section 149 Certificate urgency fee be set at the proposed level, namely $74.00.

Section 603 Urgency Fee
That the Section 603 Certificate urgency fee be retained at the current level, namely $55.00.

The above recommendations should have a minimal effect on the Council's projected income from these sources in 2005/2006.

In addition, the Working Party also agreed to recommend to Council that it remain established for the purpose of conducting an ongoing review of other "full cost recovery" charges over the next 12 months.

Appropriate recommendations in relation to the conclusions of this Working Party will be incorporated into the recommendations at the conclusion of this report

3. Funding available from redundant positions

At the meeting of Council held on 31 May 2005 the General Manager submitted a report advising that in the normal process of reviewing vacancies occurring through natural attrition to achieve a more efficient utilisation of existing resources four positions had been identified as being redundant. As a result an amount of $178,308 would become available in the 2005/2006 budget. The Council subsequently resolved, in part, as follows:

> *"An amount equal to the realised savings of $178,308 be allocated in the 2005/06 Draft Operational Maintenance Budget"*

Subject to suggestions to be made in the following sections of this report an appropriate recommendation in relation to this amount will be incorporated at the conclusion of this report

4. Completion of Development Control Plans

In association with the abovementioned matter, the Council, at its meeting held on 31 May 2005, when considering the issue of funding available from redundant positions, also resolved, in part, as follows:

> *"Completion of the Development Control Plans for Richmond, North Richmond, Kurrajong and Kurrajong Heights be considered as part of the 2005/06 Budget and be reported back to Council.'*

In accordance with the above resolution, this issue is submitted for the Council's consideration in association with the adoption of the 2005/2006 Budget.

However, as a result of recent discussions in relation to these issues, it is Management's suggestion that $20,000 each be allocated towards the DCPs for Richmond and North Richmond and that work in relation to the Kurrajong Master Plan be undertaken in house, subject to resource availability. Funds for this could be allocated from the savings available from redundant positions referred to in the previous section.

5. Use of the Windsor Function Centre by the Hawkesbury City Eisteddfod Society

Council, at its Special Meeting held on 7 June 2005 considered this particular matter and subsequently resolved as follows:

"That:

1. *In view of the significance of the event and the period involved (running from 31 July - 27 September 2005), and not to be taken as setting a precedent in respect of other bookings of the Centre that may have been cancelled by the present operator, Council make the Windsor Function Centre available for the conduct of the 2005 Hawkesbury City Eisteddfod on the following basis:-*

    a) *Council supply staff to open the Centre and be in attendance to assist with the operation of the Centre on the basis that such staff are not able to operate or assist with the equipment associated with the stage and other facilities and the actual organisation and physical operation of the event being the responsibility of the Hawkesbury City Eisteddfod Society.*

    b) *The use of facilities will be restricted to the actual areas required for the conduct of the event and access to other areas, such as the kitchen facilities, will not be available.*

    c) *The Hawkesbury City Eisteddfod Society having appropriate public liability coverage to Council's satisfaction in respect of the event.*

2. *The allocation of funds of up to $28,000 to cover the costs involved with the Council facilitating the event be considered in conjunction with the adoption of the 2005/2006*

draft Management Plan and Budget at the Special Meeting of Council to be held on 27 June 2005.

3. *As an alternative to point 1 above, the General Manager be authorised to hold discussions with a party that has indicated that they may be able to assist the Council with the operation of the Eisteddfod and in the event that an appropriate arrangement can be determined the General Manager be authorised to enter into an arrangement for this purpose subject to the costs to be incurred not exceeding the amount referred to in point 2 above."*

The possible arrangement referred to in part 3 of this resolution is being pursued and appears to have the potential to produce a favourable result from both the Council's and the Society's viewpoint. However, at this point in time arrangements have not been finalised and, therefore, the actual cost involved is not known but is not expected to exceed the amount referred to in part 2 of the resolution.

Accordingly, it will be necessary for the full estimated $28,000 to be provided for in the 2005/2006 Budget. As indicated in the report on this matter an amount of approximately $15,000 would have been available in the 2005/2006 Budget (Donations component for subsidised use of the WFC) and it is suggested that the balance, namely up to $13,000, be allocated from the savings available from redundant positions referred to in the previous section.

An appropriate recommendation will be incorporated at the conclusion of this report in this regard.

6. Library Employee Costs

The following comments have been received from the Manager Community & Cultural Services relation to this matter:

> *"The estimates for employee costs for the Library Service in the draft 2005/2006 budget are incorrect by an amount of $38,000. The draft estimates do not reflect the actual costs required to meet employee salary and on-costs for permanent staff employed by the Library Service. An adjustment is necessary to ensure that the correct level of funding is available so that the library service can provide the required level of face-to-face customer services associated with the operation of the new Library. Due to recent changes within the library's staffing structure (associated with staff resignations and reconfiguration of customer service shifts), some employee hours were inadvertently omitted from the draft budget estimates. A reconfiguration of library staffing resources has resulted in savings to employee costs of $13,000 leaving a shortfall of $25,000 which are required to meet employee commitments. It is requested that a variation to this amount ($25,000) be added to the 2005/2006 budget for the Library Service."*

Due to this miscalculation an adjustment of $25,000 will be required to the employee costs for the library service and in the absence of an alternate source it is suggested that this amount be allocated from the savings achieved from redundant positions referred to previously.

An appropriate recommendation will be incorporated at the conclusion of this report in this regard.

7. Contribution to Hawkesbury River County Council

In the absence of specific advice as to the actual level, in preparing the 2005/2006 draft Budget an amount of $87,535 was provided for Council's contribution to the Hawkesbury River County Council. The contributions for 2004/2005 and 2003/2004 were $85,000 and $77,625, respectively. However, the following letter dated 31 May 2005 has now been received from the Hawkesbury River County Council advising that Council's contribution for 2005/2006 will be $125,000:

> *"As you are aware, the Hawkesbury River County Council as part of its annual Budget process determines the financial extent that the four constituent councils, namely - Penrith City Council, Hawkesbury City Council, Baulkham Hills Shire Council and Blacktown City Council are required to contribute towards the operations of the County Council.*

In developing the draft Budget for 2005/2006 the Council has taken into consideration two important factors, namely:-

1. *the adoption by the Council on 16 December 2004 of a Strategic Plan for 2005-2008 and,*
2. *more importantly the findings and recommendations of a Management Consultant that led to the Council adopting on 14 April 2005 a revised Organisation Structure.*

One of the outcomes of the revised Organisation Structure is that the Council has determined that the role of the General Manager should be a full time appointment, initially for the first twelve months, and then the tenure of the position is to be reviewed after this period. The Council is currently in the process of recruiting for the position of General Manager and we are hopeful that the interview process for this position will be finalised within the next week.

The Council is of the view that the appointment of a full-time General Manager would enable a better identification and development of strategic relationships with key stakeholders as well as develop and implement programs to promote the work of the Council within the community and the constituent councils.

The Council's new Strategic Plan seeks to enhance both aquatic and land environments, and this distinction has been reflected in the new Organisation Structure that will see the appointment (through market testing) of a Manager Operations in respect of Aquatic Weeds and a Manager Operations in respect of Terrestrial Weeds. Another change to the Council's Organisational Structure will see the creation of a new role of Education Officer. It is envisaged that an existing staff member will undertake the additional responsibilities of the Education Officer in developing and implementing programs that inform the community about issues relating to the Council's operations.

On 12 May 2005 the Council, at an Extra Ordinary Council Meeting considered its draft Budget, draft fees and charges and draft Management Plan for 2005/2006. As part of this consideration, the council unanimously determined that the contributions from the four constituent councils for 2005/2006 would be $125,000 each. I should point out that in determining the contribution levy required from the constituent councils, the Council was mindful of the financial obligations of all the constituent councils and resolved to fund the estimated capital costs with the Budget ($53,000) from its limited internal funds.

From a review of the Council's file, I acknowledge that in the past the Council may not have given the constituent councils adequate notice of the proposed contribution, so it was determined that adequate notice should be provided to all constituent councils this year, given the need to significantly increase the level of contribution."

The Hawkesbury River County Council was originally established by Proclamation in the Government Gazette on 24 September 1948 and by a deed executed on 14 November 1962 the constituent councils agreed to meet the expenses of the County Council by equal contributions.

It would, therefore, appear that Council is committed to making the contribution as now advised by the County Council, notwithstanding the significant increase over previous years contributions which has occurred for the reasons outlined in the letter from the County Council.

In view of the level of the contribution and the apparent inequity of equal contributions by constituent councils, given the varying sizes of the councils concerned, it is considered that this Council's involvement in the County Council and the manner of funding of the organisations operations should be the subject of further investigation and subsequent report to Council.

As it appears that Council is committed to this level of contribution at this time and in the absence of an alternate source is suggested that the additional $36,465 required for the increased level of contribution be allocated from the savings achieved from redundant positions referred to previously. This and earlier suggested allocations from this amount will result in a balance of $162,843 being available for allocation to the Operational Maintenance Budget as per the Council resolution

An appropriate recommendation will be incorporated at the conclusion of this report in this regard.

8. Waste Management Charges

After the preparation of the draft Management Plan the Department of Environment and Conservation NSW (DEC) advised Council on the 24 May 2005 that the waste levy would increase from $13.20 to $15.00 per tonne. This represents an increase of $1.80 per tonne or 13.64%.

The new levy is to be applied from 1 July 2005 and is applicable to all waste received across the weighbridge at the Hawkesbury City Waste Management Facility, which includes Council's domestic garbage pick up service.

As Council' draft Revenue Pricing Policy was prepared without knowledge of this increase it is now necessary to review the Domestic Waste Management charges. This matter has been discussed with Council's solicitors who have indicated that in view of the circumstances, ie the advice from the DEC after the preparation and exhibition of the draft Management Plan it is appropriate for the Council to now amend the relevant charges as detailed in its revenue Pricing Policy to reflect these changes.

It is recommended that the DEC increase be recovered by increasing both the various Domestic Waste Management charges and the tonnage rate for the through the gate collection service as shown in the table below.

Type of Service	Draft 2005/2006 charge ($)	Increase due to change in DEC levy ($)	Revised 2005/2006 charge ($)
Residential Pick Up			
Occupied (Weekly)			
240 litre Bin	239.00	6.50	245.80
120 litre Bin	148.00	3.25	151.40
Occupied (Fortnightly)			
240 litre Bin	148.00	3.25	151.40
120 litre Bin	102.50	1.63	104.20
Availability Charge			
Weekly	77.6	Nil	77.60
Fortnightly	38.8	Nil	38.80
Business Pick Up			
240 litre Bin	239.00	6.50	245.80
120 litre Bin	148.00	3.25	151.40
Thru the gate (inc GST)	55.00	1.80 per tonne	56.80

The following table illustrates the estimated revenue for 2005/2006 from the pick up service, inclusive of the abovementioned increases.

Type of Service	Services	Charge $	Revenue $
Residential			
Occupied (Weekly)			
240 litre Bin	14,746	245.80	3,624,566.80
120 litre Bin	6,448	151.40	976,227.20
Occupied (Fortnightly)			
240 litre Bin	414	151.40	62,679.60
120 litre Bin	37	104.20	3,855.40
Availability Charge			

Type of Service	Services	Charge $	Revenue $
Weekly	967	77.60	75,039.20
Fortnightly	137	38.80	5,315.60
Business			
240 litre Bin	1,553	245.80	381,727.40
120 litre Bin	172	151.40	26,040.80
TOTAL	**24,474**		**5,155,452.00**

9. Operational Plan - Sullage Services

A review of the Operational Plan in respect of Infrastructure Services has revealed that a Service Task in respect of Sullage Services has been omitted. This can be rectified by the inclusion of the following entry under the Environment component of the Operational plan in respect of Infrastructure Services:

Service Task	Indicators	Timeframe
Sullage		
1. To provide sullage collection & disposal services	Sullage is collected and disposed of t meet licence requirements.	Report Quarterly
	Level of customer satisfaction	Report Quarterly
	Service is delivered in accordance with contract conditions	Report Quarterly

RECOMMENDATION:

That:

1. The Draft Management Plan, incorporating Council's Strategic Plan, Operational Plan, Budget Estimates and Revenue Pricing Policy, for 2005/2006 be adopted with the following amendments:

   a) The Revenue Pricing Policy be amended to incorporate the following recommendations of the Working Party established to review certain fees and charges:
      i) The drainage diagram fee be retained at $60.00 for 2005/2006
      ii) That the linen plan release fee for 2005/2006, excluding strata subdivisions, be $250.00 plus $125.00 per lot and that in respect of strata subdivisions the fee be $400.00 plus $125.00 per lot.
      iii) That the Section 603 Certificate urgency fees be retained at the current level, namely $55.00.

   b) The Waste Management Charges within Council's Revenue Pricing Policy be amended to provided for the following charges:

Type of Service	***Charge***
RESIDENTIAL	
Occupied (Weekly)	
240 Litre Bin	*$245.80*
120 Litre Bin	*$151.40*
Occupied (Fortnightly)	
240 litre Bin	*$151.40*
120 litre Bin	*$104.20*
Availability Charge	
Weekly	*$77.60*
Fortnightly	*$38.80*
Business	
240 litre Bin	*$245.80*
120 Litre Bin	*$151.40*

c) The Waste Management Charges in respect of Waste loads equal to or more than 101kg" be increased to $56.80 prorate per tonne, including GST.

2. The funding of $178,308 available from redundant positions as referred to in Council's resolution of 31 May 2005 (Item 146 - Minute No. 205 of 31/05/05) be allocated as follows:

- $20,000 each be allocated towards the cost of completion of DCPs for Richmond and North Richmond and that preparation of the Kurrajong Master Plan be undertaken in house, subject to resource availability.
- $13,000 for costs associated with the use of the Windsor Function Centre for the 2005 Hawkesbury City Eisteddfod in addition to the amount of $15,000 currently available for this purpose in the 2005/2006 Budget for subsidised use of the WFC (Item 177 - Minute No. 247 of 07/06/05).
- $25,000 in respect of employee costs within the Library Service.
- $37,465 additional amount required for Council's contribution to the Hawkesbury River County Council.
- $62,843 be allocated to the Operational Roads Maintenance Budget.

3. In respect of drainage diagrams issued by Council that:

a. All drainage diagrams now be produced as an extract of Council's records only with an appropriate disclaimer.
b. All existing diagrams be scanned and recorded in Dataworks, Council's electronic document management system, over the next 12 months.
c. All development consents to include a condition requiring a drainage diagram prior to occupation.
d. The drainage diagram fee be reduced to $13.50 for 2006/2007 or a fee equivalent to the charge made by Sydney Water at the time.
e. An over the counter service for drainage diagrams be implemented during the next 12 months.
f. Plumbers and builders be able to pay for a search of Council records if needed on an individual basis.

4. The Working Party established by Council's resolution of 9 May 2005 to review certain fees and charges remain in operation for the purpose of conducting an ongoing review of other "full cost recovery" charges over the next 12 months.

5. Council's involvement in the Hawkesbury River County Council and the manner of funding of the organisation's operations by constituent councils be the subject of further investigation and report to Council.

6. The Environment component of the Operational Plan in respect of Infrastructure Services be amended by the incorporation of the following entry:

Service Task	Indicators	Timeframe
Sullage		
1. To provide sullage collection & disposal services	Sullage is collected and disposed of to meet licence requirements.	Report Quarterly
	Level of customer satisfaction	Report Quarterly
	Service is delivered in accordance with contract conditions	Report Quarterly

ATTACHMENTS:

AT - 1 Survey results referred to in submission from The MacDonald Valley Association

AT - 1 Survey results referred to in submission from The MacDonald Valley Association

MACDONALD VALLEY COMMUNITY ROADS SURVEY

Community response to the survey.

	Questionnaires	Response		No Response	
Community members living on sealed sections of					
- Settlers Road	197	76	38.58%	121	61.42%
- St Albans Road	58	27	46.55%	31	53.45%
- Walmsley Road	74	27	36.49%	47	63.51%
	329	130	39.51%	199	60.49%
Community members living on gravel sections of					
- Settlers Road	69	45	65.22%	24	34.78%
- St Albans Road	50	37	74.00%	13	26.00%
- Upper Macdonald Road	129	87	67.44%	42	32.56%
- Village & Wollombi Road	96	54	56.25%	42	43.75%
- Webbs Creek	50	13	26.00%	37	74.00%
	394	236	59.90%	158	40.10%
Community Total	723	366	50.62%	357	49.38%

How the community describes the maintenance of the Valley's sealed roads.

	Respondents	Satisfactory		Unsatisfactory	
Community members living on sealed sections of					
- Settlers Road	74	16	21.62%	58	78.38%
- St Albans Road	27	12	44.44%	15	55.56%
- Walmsley Road	27	5	18.52%	22	81.48%
	128	33	25.78%	95	74.22%
Community members living on gravel sections of					
- Settlers Road	45	28	62.22%	17	37.78%
- St Albans Road	37	18	48.65%	19	51.35%
- Upper Macdonald Road	86	48	55.81%	38	44.19%
- Village & Wollombi Road	51	30	58.82%	21	41.18%
- Webbs Creek	13	2	15.38%	11	84.62%
	232	126	54.31%	106	45.69%
Community Total	360	159	44.17%	201	55.83%

How the community describes the maintenance of the Valley's gravel roads.

	Respondents	Satisfactory		Unsatisfactory	
Community members living on sealed sections of					
- Settlers Road	74	7	9.46%	67	90.54%
- St Albans Road	27	5	18.52%	22	81.48%
- Walmsley Road	27	3	11.11%	24	88.89%
	128	15	11.72%	113	88.28%
Community members living on gravel sections of					
- Settlers Road	45	7	15.56%	38	84.44%
- St Albans Road	37	6	16.22%	31	83.78%
- Upper Macdonald Road	87	13	14.94%	74	85.06%
- Village & Wollombi Road	50	3	6.00%	47	94.00%
- Webbs Creek	13	0	0.00%	13	100.00%
	232	29	12.50%	203	87.50%
Community Total	360	44	12.22%	316	87.78%

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What the community thinks should be done to improve the condition of Valley roads.

	Respondents	Nothing		Maintenance		Sealing	
Community members living on sealed sections of							
- Settlers Road	74	2	2.70%	13	17.57%	59	79.73%
- St Albans Road	27	0	0.00%	4	14.81%	23	85.19%
- Walmsley Road	27	1	3.70%	2	7.41%	24	88.89%
	128	3	2.34%	19	14.84%	106	82.81%
Community members living on gravel sections of							
- Settlers Road	45	4	8.89%	8	17.78%	33	73.33%
- St Albans Road	37	0	0.00%	4	10.81%	33	89.19%
- Upper Macdonald Road	87	0	0.00%	23	26.44%	64	73.56%
- Village & Wollombi Road	51	0	0.00%	7	13.73%	44	86.27%
- Webbs Creek	13	0	0.00%	8	61.54%	5	38.46%
	233	4	1.72%	50	21.46%	179	76.82%
Community Total	361	7	1.94%	69	19.11%	285	78.95%

The choice between sealing both Settlers and St Albans Roads, Settlers Rd only, or St Albans Rd only.

	Respondents	Both roads		Settlers Road		St Albans Road	
Community members living on sealed sections of							
- Settlers Road	75	49	65.33%	11	14.67%	15	20.00%
- St Albans Road	26	18	69.23%	6	23.08%	2	7.69%
- Walmsley Road	27	22	81.48%	3	11.11%	2	7.41%
	128	89	69.53%	20	15.63%	19	14.84%
Community members living on gravel sections of							
- Settlers Road	43	28	65.12%	6	13.95%	9	20.93%
- St Albans Road	36	29	80.56%	4	11.11%	3	8.33%
- Upper Macdonald Road	84	42	50.00%	15	17.86%	27	32.14%
- Village & Wollombi Road	51	29	56.86%	12	23.53%	10	19.61%
- Webbs Creek	11	4	36.36%	2	18.18%	5	45.45%
	225	132	58.67%	39	17.33%	54	24.00%
Community Total	353	221	62.61%	59	16.71%	73	20.68%

The choice between sealing Settlers Road only or St Albans Road only.

	Respondents	Settlers Road		St Albans Road	
Community members living on sealed sections of					
- Settlers Road	72	52	72.22%	20	27.78%
- St Albans Road	25	12	48.00%	13	52.00%
- Walmsley Road	27	23	85.19%	4	14.81%
	124	87	70.16%	37	29.84%
Community members living on gravel sections of					
- Settlers Road	42	28	66.67%	14	33.33%
- St Albans Road	36	9	25.00%	27	75.00%
- Upper Macdonald Road	84	27	32.14%	57	67.86%
- Village & Wollombi Road	53	25	47.17%	28	52.83%
- Webbs Creek	11	5	45.45%	6	54.55%
	226	94	41.59%	132	58.41%
Community Total	350	181	51.71%	169	48.29%

DataWorks Document Number: 1994631

oooO END OF REPORT Oooo

Item: 192 **SS A - Making and Levying of Rates and Fixing of Charges for the Period 1 July 2005 to 30 June 2006 - (107, 96332)**

Previous Item: 134, Special (9 May 2005)

REPORT:

Rates and Charges for the period 1 July 2005 to 30 June 2006 were published in Council's Draft Revenue Pricing Policy as part of the Draft Management Plan that has recently been on public exhibition.

Public submissions were invited in accordance with sections 405 of the Local Government Act, 1993. After consideration of the submissions received, and in the light of the relevant reasons outlined in the previous report, which resulted in a some amendments in this regard the following rates and charges are now submitted for adoption.

RECOMMENDATION:

That Council Make and Levy the following Rates and Fix the following Charges for the 2005/2006 financial period:

A. Residential, Farmland and Business Rates

That Ordinary Rates be made for the sub-categories of the Residential, Farmland and Business rating categories as shown in the following schedules:

Residential Category

Code	Sub-Category Description	Ad Valorem	Minimum
Agn	Residential - Agnes Banks	0.4891 cents	$366.00
Bilpin	Residential - Bilpin, Berambing, Mt Tootie, Mountain Lagoon	0.4891 cents	$366.00
Bligh Pk	Residential - Bligh Park	0.4891 cents	$366.00
Bowen Mt	Residential - Bowen Mountain	0.4891 cents	$366.00
Cattai	Residential - Cattai	0.4891 cents	$366.00
Claren	Residential - Clarendon	0.4891 cents	$366.00
Colo	Residential - Colo, Colo Heights, Central Colo, Upper Colo	0.4891 cents	$366.00
Eben Sac	Residential - Ebenezer, Sackville, Sackville Reach, Lower Portland	0.4891 cents	$366.00
East Kurr	Residential - East Kurrajong, Blaxlands Ridge	0.4891 cents	$366.00
F. Reach	Residential - Freemans Reach	0.4891 cents	$366.00
Gloss	Residential - Glossodia	0.4891 cents	$366.00
Grose	Residential Grose Vale, Grose Wold	0.4891 cents	$366.00
Kurmond	Residential - Kurmond	0.4891 cents	$366.00
K.jong	Residential - Kurrajong	0.4891 cents	$366.00
K.jong Ht	Residential - Kurrajong Heights, Kurrajong Hills	0.4891 cents	$366.00
McDonald	Residential - MacDonald Valley (Lower, Upper, Central)	0.4891 cents	$366.00
Mar Oak	Residential - Maraylya, Oakville, Scheyville	0.4891 cents	$366.00
WiseSt A	Residential - Wisemans Ferry, Leets Vale, St. Albans	0.4891 cents	$366.00
McGraths	Residential - Mc Graths Hill	0.4891 cents	$366.00

Code	Sub-Category Description	Ad Valorem	Minimum
Mulgrave	Residential - Mulgrave	0.4891 cents	$366.00
N. Rich	Residential - North Richmond, Tennyson	0.4891 cents	$366.00
Pitt Town	Residential - Pitt Town	0.4891 cents	$366.00
Richmond	Residential - Richmond	0.4891 cents	$366.00
Sth Wind	Residential - South Windsor	0.4891 cents	$366.00
Vineyard	Residential - Vineyard	0.4891 cents	$366.00
Windsor	Residential - Windsor	0.4891 cents	$366.00
W. Downs	Residential - Windsor Downs	0.4891 cents	$366.00
W.force	Residential - Wilberforce	0.4891 cents	$366.00
Yarra	Residential - Yarramundi	0.4891 cents	$366.00
Res. Vac	Residential - Vacant Land	0.4891 cents	$366.00
Agn RR	Rural Residential - Agnes Banks	0.4891 cents	$366.00
RR Bilpin	Rural Residential - Bilpin, Berambing, Mt Tootie, Mountain Lagoon	0.4891 cents	$366.00
Bligh RR	Rural Residential - Bligh Park	0.4891 cents	$366.00
Bown RR	Rural Residential - Bowen Mountain	0.4891 cents	$366.00
Cattai RR	Rural Residential - Cattai	0.4891 cents	$366.00
Colo RR	Rural Residential - Clarendon	0.4891 cents	$366.00
Eben RR	Rural Residential - Colo, Colo Heights, Central Colo, Upper Colo	0.4891 cents	$366.00
E Kurr RR	Rural Residential - East Kurrajong, Blaxlands Ridge	0.4891 cents	$366.00
Free RR	Rural Residential - Freemans Reach	0.4891 cents	$366.00
Gloss RR	Rural Residential - Glossodia	0.4891 cents	$366.00
Grose RR	Rural Residential - Grose Vale, Grose Wold	0.4891 cents	$366.00
Kurm RR	Rural Residential - Kurmond	0.4891 cents	$366.00
K.jong RR	Rural Residential - Kurrajong	0.4891 cents	$366.00
K.J Ht RR	Rural Residential - Kurrajong Heights, Kurrajong Hills	0.4891 cents	$366.00
Mcdon RR	Rural Residential - MacDonald Valley (Lower, Upper, Central)	0.4891 cents	$366.00
Oakv RR	Rural Residential - Maraylya, Oakville, Scheyville	0.4891 cents	$366.00
WiseF RR	Rural Residential - Wisemans Ferry, Leets Vale, St. Albans	0.4891 cents	$366.00
McGrat RR	Rural Residential - Mc Graths Hill	0.4891 cents	$366.00
Mulg RR	Rural Residential - Mulgrave	0.4891 cents	$366.00
N.Rich RR	Rural Residential - North Richmond, Tennyson	0.4891 cents	$366.00
PTown RR	Rural Residential - Pitt Town	0.4891 cents	$366.00
Rich RR	Rural Residential - Richmond	0.4891 cents	$366.00
SWind RR	Rural Residential - South Windsor	0.4891 cents	$366.00
VineY RR	Rural Residential - Vineyard	0.4891 cents	$366.00
Wdsor RR	Rural Residential - Windsor	0.4891 cents	$366.00
Wdown RR	Rural Residential - Windsor Downs	0.4891 cents	$366.00
Wforce RR	Rural Residential - Wilberforce	0.4891 cents	$366.00
Yarra RR	Rural Residential - Yarramundi	0.4891 cents	$366.00
FloodVac	Rural Residential - Flood Prone Vacant	0.4891 cents	$366.00
RuralSce	Rural Residential - Scenic Protection Vacant	0.4891 cents	$366.00
RuralVac	Rural Residential - Vacant	0.4891 cents	$366.00

Farmland Category

Code	Sub-Category Description	Ad Valorem	Minimum
Farmland	Farmland	0.3910 cents	$366.00
FarmHigh	Farmland - High Density	0.3910 cents	$366.00

Business Category

Code	Sub-Category Description	Ad Valorem	Minimum
Bus.Gen	Business - General	0.4891	$366.00
BlighBus	Business - Bligh Park Shops	0.4891	$366.00
Hobart	Business - Hobartville Shops	0.4891	$366.00
KurmBus	Business - Kurmond Shops	0.4891	$366.00
K.JongBu	Business - Kurrajong Village Shops	0.4891	$366.00
McGraBus	Business - Mc Graths Hill	0.4891	$366.00
Mulg Bus	Business - Mulgrave	0.4891	$366.00
N.Rich Bus	Business - North Richmond Commercial, North Richmond Industrial	0.4891	$366.00
PtownBu	Business - Pitt Town	0.4891	$366.00
RichBus	Business - Richmond Commercial	0.4891	$366.00
East Rich	Business - East Richmond Industrial	0.4891	$366.00
S WindBu	Business - South Windsor Industrial	0.4891	$366.00
S WindSh	Business - South Windsor Shops	0.4891	$366.00
WdsorBu	Business - Windsor	0.4891	$366.00
WforceBu	Business - Wilberforce Shops	0.4891	$366.00
WforceIn	Business - Wilberforce Industrial Area	0.4891	$366.00
Vac.Bus	Business - Vacant Land	0.4891	$366.00

B. Environmental Stormwater Management Special Rate

That in accordance with the approval given by the Minister for Local Government for a Special Variation to General Income in 2002/2003 an Environmental Stormwater Management Special Rate be applied to all rateable assessments in 2005/2006 at the rate of $40.60 per assessment.

C. Domestic Waste Management Service

That in accordance with Section 496 of the *Local Government Act, 1993*:

- A Domestic Waste Management Service annual charge of $245.80 be made for a 240 litre bin, and an annual charge of $151.40 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 $151.40 be made for a 240 litre bin, and an annual charge of $104.20 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 $77.60 be made for parcels of land where a weekly domestic waste service is available but the service is not utilised.

- A Domestic Waste Management Service availability charge of $38.80 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 subsidy will be granted for 2005/2006.

D. Kerbside Bulk Waste Collection

That for 2005/2006 in accordance with section 496 of the *Local Government Act, 1993* a Domestic Waste Management Service annual charge of $15.10 be made for parcels of land where the kerbside bulk waste collection and disposal service is available.

E. Waste Management Service

That for 2005/2006, in accordance with section 501 of the *Local Government Act, 1993* a Waste Management Service annual charge of $245.80 be made for a 240 litre bin, and an annual charge of $151.40 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.

F. Sewerage Service

That for 2005/2006, 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.. $384.40
- Unconnected Residential Properties... $254.10
- Unconnected Business Properties $254.10
- Business - Category 1 (<1,000 litres per day)... $444.80
- Business - Category 2 (1,001 - 5,000 litres per day) $2,230.00
- Business - Category 3 (5,001 - 10,000 litres per day) $4,460.00
- Business - Category 4 (10,001 - 20,000 litres per day) $8,910.00
- Business - Category 5 (>20,000 litres per day).. $8,910.00
- Additionally, a trade waste volume charge of $1.60 per kilometre 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 $192.20 be granted to the owner(s) in annual subsidy for 2005/2006.

G. Sullage Pump-Out Services

That for 2005/2006, in accordance with section 501 of the *Local Government Act, 1993*:

- A Sullage Pump-out Service annual charge of $1,277.15 will be made for the provision of a fortnightly sullage pump-out service to residential properties.
- A Sullage Pump-out Service annual charge of $2,554.30 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), then a rebate amounting to $575.00 be granted to the owner(s) in annual subsidy for 2005/2006. Rebates are not available to properties occupied by adults who are ineligible for the Ordinary Rate pensioner rebate.

- Additional pump-outs can be requested at a cost of $78.40 per extra service. Emergency after hours pump-outs be charged at $98.20 per service.

- In accordance with section 502 of the *Local Government Act, 1993*, that a charge of $14.10 be made for each 1,000 (one thousand) litres of effluent pumped out from commercial and industrial properties for services being conducted at the request of the owner or occupier.

H. Interest Charges

That in accordance with section 566 of the *Local Government Act, 1993*, simple interest charges at 9.00% per annum, accrued on a daily basis be charged on rates and charges that remain unpaid and have become due and payable.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

special

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.