



MINUTES OF THE EXTRAORDINARY MEETING OF KEMPSEY SHIRE COUNCIL

Tuesday 26th April 2005 commencing at 9.05am.

PRESENT:

Councillors J A C Hayes, (Mayor and Chairman), J H Bowell, E A Green, J C Gribbin, T L Hunt, R H McWilliam, B R Sowter and E R Walker.

Councillor D F Saul entered the Chambers at 9.11am.

General Manager, A V Burgess; Director Shire Services, K J Finnie; Director Sustainable Services, R B Pitt; Director Corporate Services, G B Snape, Manager Organisational Effectiveness; Jeff Clegg, Manager Financial Services, A P Curtin; Minute Taker Pat Hanrahan and Donna Pearson.



CONSIDERATION OF LATE REPORTS

2005. 295 **RESOLVED:**

*Moved: Cl. Green
Seconded: Cl. Sowter*

That the late reports be considered in conjunction with the relevant Director's reports.



ADOPTION OF AGENDA ORDER OF BUSINESS

2005. 296 **RESOLVED:**

*Moved: Cl. Walker
Seconded: Cl. McWilliam*

That the Agenda Order of Business be adopted.

2005. 297 **RESOLVED:**

*Moved: Cl. Hunt
Seconded: Cl. Bowell*

That Council move into a workshop to discuss matters relevant to the draft estimates 2005 / 06.

At this stage 9.11am Councillor Saul entered the Chambers.

At 10.52 am Councillor Sowter retired from the Workshop to attend a funeral.

At 11.05am the Workshop adjourned for morning tea and at the resumption at 11.40am all present at the adjournment were present with the exception of Councillor Howell.

At 12.13pm Councillor Sowter returned to the Chambers.

At 1.08pm the Workshop adjourned for luncheon and resumed 2.06pm and at all present at the adjournment were in attendance.

Councillor Howell returned to the Chambers at 2.08pm.

At 3.53pm the Workshop concluded.

2005. 298 **RESOLVED:**

*Moved: Cl. Howell
Seconded: Cl. Green*

That the Council meeting be resumed.

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The following reports DSDS1, DSS3, DCS1, DCS2 and GM1 were considered on conjunction.

DIRECTOR SUSTAINABLE DEVELOPMENT SERVICES REPORT

| | |
|--------------------|--|
| DSDS1 | 2005 / 06 BUDGET REPORT FOR SUSTAINABLE DEVELOPMENT SERVICES DEPARTMENT |
| FILE: A2-10 | RBP |

SUMMARY:

Reporting on proposed charges for 2005 / 06 relating to services provided by Council's Sustainable Development Services Department.

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Council's non-regulated fees and charges relating to building and environmental control were reviewed having regard to actual costs of providing each service and by surveying other Council's in the region.

Whilst a number of specific increases can be justified, an overall increase by 4% in the charges for services administered by SDSD was applied due to increased operating costs. In 2004 - 2005 there was no overall increase in charges.

Section 94 (EP&A Act) and Section 64 (Water Act) Contributions will be increased by 2.6 being the CPI for 2004.

New Charges

| | | |
|--|--------------|--|
| Back Flow Prevention Device – Registration and archiving | \$45 | Council is to maintain a register and up date annually of back flow prevention device (this is a device to prevent water back flowing into Council's mains). |
| Public Swimming Pool Registration / Inspection | \$78 | Council is to maintain a register of public swimming pools (these include pools which are located at Motels, Caravan Parks, Units etc.) |
| Legionella – Registration / Inspection (Water cooling towers and water mixing systems etc) | \$78 | Council is required to maintain a register of systems that are capable of being a health risk and are being serviced. |
| Road Act Section 138 | \$68.60 + | Council is introducing requirements that all new crossover |
| Additional Inspection | \$93.60 | (driveway) from road to property boundary will be provided with a permit and will require an inspection. |

Existing Services with a Proposed Increase Greater than 4%

| | | |
|--|------|---|
| Food Surveillance Inspection - This is to be split in to two categories being: | | Council's current charge is \$75 for food Surveillance Inspection being for the small |
| Category 1 Low Risk (Corner store, bakeries and small takeaway) | \$78 | general store (low) to the largest food outlet (high risk). |

| | | |
|---|-------|--|
| Category 2 High Risk (Clubs, Hotels, Supermarkets) | \$120 | This will provide a more equitable system in providing categories. |
| Notification / Advertising Fee | \$150 | The charge for 04 / 05 is \$60 and has been for a number of years. This service includes advertisement in the Argus in Tuesday's paper and letters to adjoining and neighbours in accordance with the Notification Policy. |

Complying Development and Construction Certificates

In 2004 / 2005 Council made major changes to the charges service for Complying Development Certificates and Construction Certificates. It is proposed to increase the charge by 4% plus a sliding scale of \$1 per 1,000 for the value of the project.

Such a scale would better reflect the level of assessment required which is closely correlated with the value of developments.

Based on a similar level of development activity in 2004 / 05 it is estimated that the proposed scale of fees would result in an increase in revenue for Construction Certificates to approximately \$290,000.

With Complying Development now running at 30% of applications received (which, subject to Council's approval of changes to DCP 30 could increase to 50%) income is expected to be approximately \$70,000.

Subdivision Construction Certificates

It is estimated that the processing of Construction Certificates of subdivisions cost Council approximately \$40,000 per year whereas in 2003 / 04 and 2004 / 05 it is estimated that income received is only approximately \$7,000 per annum.

This represents only a small proportion of total development costs (less than 1%). Whilst Council has always been cognisant of the impacts Council's charges have on development, Council is entitled (using IPART guidelines) to charge at cost recovery levels.

The proposed scale of fees would result in an increase of revenue to approximately \$14,000 per annum or 1% of development costs.

REPORT IMPLICATIONS:

- **Environmental**

The draft budget provides for environmental programs to be undertaken by Council.

- *Social*

The draft budget provides for social programs to be undertaken by Council.

- *Economic (Financial)*

Council needs to adopt a balanced budget. If additional funding is required this will need an application to the Minister for a Special Rate increase.

- *Policy or Statutory*

Nil

- *Director's Review*

As per report.

Director Sustainable Services Department Recommendation:

For Council's determination.

.....
DIRECTOR SUSTAINABLE DEVELOPMENT SERVICES
R B Pitt

DIRECTOR SHIRE SERVICES SUPPLEMENTARY REPORT

| | |
|--------------|---|
| DSS3 | IMPLICATIONS OF VARIABLE WASTE AND |
| SUPP. | RECYCLING COLLECTION |
| | FILE: * WJL |

SUMMARY:

Reporting on the cost implications of (1) a weekly garbage collection and fortnightly recycling and (2) a fortnightly garbage collection and fortnightly recycling service.



DESCRIPTION:

At the extraordinary meeting of Council on 4th April 2005, a request was made to provide a report for consideration at the budget preparation workshop, to be held on 26th April 2005.

Additionally, a report into the implications of a fortnightly garbage service was provided to the extraordinary Council meeting in March 2005.

(1) Current Garbage Service and Fortnightly Recycling Services

The provision of a weekly garbage service is currently at a cost of \$1,114,000 for both direct collection and disposal. This is balanced by the levied charges on the properties, set by Council as part of its annual adoption of charges.

It would be expected that with the introduction of a kerbside recycling program, that the amount of residual material collected would decrease by approximately 1/3 due to the recyclable content being removed from the waste stream. A subsequent saving in disposal costs of \$198,000 would be anticipated.

The time taken to service the bins would remain the same because the speed at which a bin is emptied cannot be varied.

The provision of a fortnightly recycling service, based on other Council information would be at a cost to Council of \$500,000 per year based on the current 9845 weekly serviceable properties and the remaining 1355 fortnightly services. This equates to a total of 11200 serviced properties.

This cost is only for the collection and disposal of materials and does not include additional operating and management costs nor for the repayment of loans.

| Current Garbage / Fortnightly Recycling | | 05/06 |
|--|---|----------------|
| ASSET MANAGEMENT PROGRAM - | | |
| ROUTINE | | |
| COLLECTION EXPENSES | | |
| 200201 | Carters Wages (with Recycling) | 216,825 |
| 200202 | Vehicle Running Expenses (with Recycling) | 326,400 |
| | | 543,225 |
| DISPOSAL EXPENSES | | |
| 200342 | Charge by Tips (with Recycling) | 396,640 |
| | | 396,640 |
| | | 939,865 |
| RECYCLING SERVICES | | |
| 200115 | Establishment | 25,000 |
| | Collection | 234,000 |
| | Processing | 231,000 |
| 200116 | Marketing/Promotion | 10,000 |

| | |
|--|------------------|
| | 500,000 |
| TOTAL MATERIAL MANAGEMENT COSTS | 1,439,865 |

(2) Fortnightly Garbage and Fortnightly Recycling Services

The provision of a fortnightly garbage service would provide a saving to Council due to the decrease in the number of bins collected over a fortnight. At present council collect 9845 properties on a weekly basis and 1355 on a fortnightly basis. With the introduction of a fortnightly service, this number would be collected over 2 weeks. The corresponding number of bins collected over a fortnight would reduce by 47%.

Reducing the frequency of the service would allow savings in Plant labour and vehicle costs of about 1/3. Material collected over 2 weeks, utilising 3 trucks, could now be done using 2 trucks.

The time to collect the waste component would decrease but not by the 47% as there would be more waste per bin which would mean more loads than the current run. It would be expected that even with the introduction of a recycling service, which would decrease, the waste in the bin, going to a fortnightly garbage service would increase the waste out for collection by 15%.

It would be expected that most bins at the end of the fortnight would be almost full as compared to the present situation, where many bins are not completely filled. Economies of scale would be realised because of improved truck loading capacity and also the reduction in partially filled trucks travelling to the landfill at the end of a shift.

| Fortnightly Garbage / Fortnightly Recycling | | 05/06 |
|---|---|------------------|
| ASSET MANAGEMENT PROGRAM - ROUTINE COLLECTION EXPENSES | | |
| 200201 | Carters Wages (with Recycling) | 145,273 |
| 200202 | Vehicle Running Expenses (with Recycling) | 218,688 |
| | | 363,961 |
| DISPOSAL EXPENSES | | |
| 200342 | Charge by Tips (with Recycling) | 396,640 |
| | | 396,640 |
| | | 760,601 |
| RECYCLING SERVICES | | |
| 200115 | Establishment | 25,000 |
| | Collection | 234,000 |
| | Processing | 231,000 |
| 200116 | Marketing/Promotion | 10,000 |
| | | 500,000 |
| TOTAL MATERIAL MANAGEMENT COSTS | | 1,260,601 |

These figures are estimates only and at the present time, officers are liaising with Hastings Council to get accurate costings on the cost of providing kerbside recycling services for Kempsey.

Due to the confidential nature of the information being provided to Kempsey Shire Council, a request to sign a Probity Clause has been issued. Until Hastings Council receives this document, no information on actual costs will be provided.

Once further information is available, a more accurate idea of the costs will be reported to Council.

REPORT IMPLICATIONS:

▪ ***Environmental***

Increased vermin, odour and litter would be expected with a fortnightly garbage service. At present some bins are overflowing with putrescible waste. If Council decide to go to a fortnightly garbage service, it would be anticipated that the number of these occurrences would increase.

The provision of a recycling service will not alter this. Litter from overflowing bins will find it way into the neighbouring environment, waterways and increase the chance of illegal

dumping and use of street and park bins for domestic waste disposal. The provision of a kerbside recycling service could reduce the volume content of the garbage bins by approximately 1/3.

Improved recycling services would encourage resource recovery and waste minimisation for materials.

- **Social**

The provision of a fortnightly service for recycling is current "best practice" within the industry and many local and State governments have acknowledged this by providing such a service. The community expectation in many areas is that kerbside recycling forms part of a well managed waste collection service.

Information gathered from other Councils indicates that the provision of a fortnightly service for residual wastes is not practical in areas currently utilising a large mobile garbage bin as Kempsey Shire does. This is due to the associated problems of odour, litter, vermin and confusion over the correct collection day.

The only areas that have benefited from the change to a fortnightly garbage service are in rural areas where the bin volume is increased to address the amount of waste that needs to be stored.

Changing to a fortnightly garbage service could be viewed by residents of Kempsey Shire as a decrease in service levels, not an increase in waste minimisation efforts.

- **Economic (Financial)**

The anticipated savings to Council in providing a fortnightly garbage service would be approximately \$180,000 per annum. That equates to a reduction of \$18.30 in the residential garbage service charge, i.e. a reduction from \$135.60 to \$117.30.

At present Council provided a waste collection service (exc. disposal) for a cost of around \$0.96 per service. This is very comparable to other councils who provide the service either in-house or via contract.

Unexpected costs would need to be realised for the increase in litter clean up costs, missed bin pickups and for a detailed education campaign to the community on the changes to the waste service.

- **Policy or Statutory**

In Council's management Plan for 04/05, one of the goals is to provide a cost effective and environmentally responsible waste management service.

▪ *Director's Review*

As per report.

Director Shire Services Recommendation:

That the information be noted and further costing estimates be provided when available.

.....
Acting DIRECTOR SHIRE SERVICES
M G Rootes



DIRECTOR CORPORATE SUPPLEMENTARY SERVICES REPORT

| | |
|-------------|-----------------------------|
| DCS1 | DRAFT BUDGET 2005/06 |
| | FILE: * GBS |

SUMMARY:

Reporting on matters under consideration in the 2005/06 Draft Budget relating to Corporate Services Department activities.



1. FLEET

The Business Plan for 2005/06 Fleet activities was submitted to Council at its meeting of 12th April 2005.

Council resolved –

- 1. That the Fleet Business Plan be adopted.*
- 2. That the proposed hire rates to be implemented from 1st July 2005 be deferred until the budget workshop.*
- 3. That the 2005/06 Fleet Replacement program, as shown at [\(Appendix G\)](#), be deferred for consideration with the Budget Workshop".*

An extract from the Business Plan, which sets out the proposed Hire Rates to be implemented as from 1st July 2005, is attached at [\(Appendix A\)](#).

The rates have been calculated to more accurately reflect the operation, maintenance, and replacement costs within the various groups of fleet items.

It is proposed to encourage optimum utilisation of Fleet items by introducing minimum hire periods based on a standard 38 hours per week (1,672 hours for 44 working weeks).

Fixed annual charges are proposed for the following groups –

| | 2004/05 | Proposed 2005/06 |
|---------------------|----------------|-------------------------|
| Car (Sedans/Wagons) | \$ 7,200 | \$ 9,500pa |
| Light Commercial | \$ 8,250 | \$ 9,500pa |
| Medium Commercial | \$13,000 | \$15,300pa |

The General Fund Fleet currently includes 30 Cars with an average annual cost (operation and depreciation) of \$9,900pa. With projected fuel increases this figure will undoubtedly be higher in 2005/06.

The Draft 2005/06 Budget only provides for \$7,400 for the annual charge for cars. If not adjusted to \$9,500 Fleet Income will be lowered by \$63,000, resulting in a \$63,000 reduction in the amount available for replacement of vehicles.

The Fleet Charges for Light Commercial, Medium Commercial and all other items are costed directly to the various activities on which they are engaged as part of the overall costing for the jobs. Consequently any increase in Plant Hire charges is absorbed into the job costs.

In regard to the 2005/06 Fleet Replacement Program, to implement the replacement schedule as recommended in the Business Plan would require an allocation of \$2,906,700.

Obviously this amount was not within Council's financial capacity, and a "downsized" Replacement Program of \$1,016,200 was proposed in the Business Plan.

A copy of this Replacement Program is attached at [\(Appendix B\)](#).

However this Program is approximately \$280,000 greater than that currently allocated in the 2005/06 Draft Budget.

If additional funding is not provided the 2005/06 Replacement Program will need to be revised by the deletion of the following items –

| Old Plant No. | Description | Proposal | Changeover |
|----------------------|--|-----------------|-------------------|
| V1068 | Utility – Mitsubishi Triton Dual Cab (4WD) | Similar Unit | \$ 18,000 |
| V1096 | Table Top – Toyota Landcruiser (4WD) | Similar Unit | \$ 19,000 |

| | | | |
|-------|------------------------------------|--------------|-----------|
| V2084 | Wagon – Mitsubishi Outlander (AWD) | Similar Unit | \$ 13,000 |
| V2085 | Wagon – Mitsubishi Outlander (AWD) | Similar Unit | \$ 13,000 |
| V2086 | Wagon – Mitsubishi Outlander (AWD) | Similar Unit | \$ 13,000 |
| V1455 | Utility – Nissan Navara | Similar Unit | \$ 18,500 |
| V1146 | Excavator – Hitachi EX200-5 | Similar Unit | \$180,000 |

As indicated previously to Council, when Fleet items are passed over for replacement at the optimum changeover time frame there is the unknown, but predictable, risk of increased maintenance and breakdown costs, which in turn contributes to decreased income, reduced capital funding and increased works program costs.

A recent case study shows that the “other” lost productivity costs associated with Fleet break-down/maintenance are likely to be up to 5 times greater than the actual Fleet repair costs, ie. costs associated with job interruption, relocation, idle associated Plant, contractors, staff, administration etc.

2. COMPUTER EQUIPMENT

Councils resolution of 4th April 2005 to cut expenditures from the Draft Budget document includes the following –

| | <u>Budget Request</u> | <u>Draft Budget</u> | <u>Saving</u> |
|--------------------|-----------------------|---------------------|---------------|
| P C Upgrades | \$80,000 | \$40,000 | \$40,000 |
| High Speed Scanner | \$15,000 | - | \$15,000 |

There is currently 160 Personal Computers and 60 Laptops (Total = 220) in use on Council's computer network. This is an increase of 30 units in the last 2 years.

On the basis of a generous “life” of 4 years, Council needs to have an annual replacement/upgrade program of at least \$80,000 (55 Computers per annum @ \$1,500 each).

The consequences of not keeping up-to-date computer equipment is lost productivity.

Future productivity improvements are increasingly linked to improved/greater use of technology, particularly as Council moves to provide improved customer service and efficiencies through the introduction of “on-line services”.

To be able to continue with the implementation of these programs, it is essential that Council's computer equipment is continually kept up-to-date.

The purchase of the High Speed Scanner - \$15,000 can be deferred.

3. TRADE WASTE

At Council's Extra Ordinary Meeting of 4th April 2005 a report on the options for future provision of Trade Waste Services was considered.

Council resolved –

"Min. 2005. 201

1. *That Council approve of the replacement of the current rear loading vehicles with a single front lift vehicle at an estimated cost of \$400,000 to be funded?*
2. *That the current Trade Waste bins be retrofitted with appropriate side channels at an estimated cost of \$25,000 to be funded from the Trade Waste Services budget.*
3. *That proposed Trade Waste Service charges for 2005 / 06 incorporate flexible arrangements, which are equitable to both the customer and Council.*
4. *That Council actively market the Trade Waste Service.*

Then, at Council's meeting of 12th April 2005 the above Motion was rescinded and replaced with the following –

"Min. 2005. 236

That the Director Corporate Services provide a fully itemised estimate at the budget meeting of 26th April of all costs of the following;

1. *The replacement of the current rear loading vehicles with a single front lift vehicle.*
2. *The current Trade Waste bins being retrofitted with appropriate side channels.*
3. *The proposed Trade Waste Service charges for 2005 / 06 incorporate flexible arrangements, which are equitable to both the customer and Council.*
4. *Council actively marketing the Trade Waste Service.*

Replacement Truck

Currently Council has 2 rear loading trucks capable of lifting Trade Waste Bins (TWB). It is proposed that both of these trucks would be traded-in on a new front lift truck.

The retention of one of the old rear lift trucks as a spare in case of breakdown, and to cover peak periods, would not be practicable as the TWB's would not be compatible for both operations.

A new front-loading truck will not only overcome the safety problems encountered with the rear loading system but will significantly reduce the time required for the actual bin emptying and thus bring about cost savings and/or create capacity for expansion of the service.

The purchase price of a new 25 cu metre truck is estimated at \$400,000, with trade-ins totalling \$40,000 i.e. net cost \$360,000.

A loan of \$360,000 over 5 years would require repayments of \$88,000pa.

The Waste Services Plant Reserve (current balance \$60,000) is not sufficient to fund the purchase of a new front lift Trade Waste Truck.

Modification of Bins:

The introduction of a new front loading vehicle would necessitate –

- a) the modification of bins to provide side channels, and
- b) the replacement of slope front to flat front bins.

The cost to modify bin channels for the smaller Trade Waste Bins (TWB) has been estimated at \$20,000.

If required to replace all the larger TWB's with "flat front" bins the cost would be approximately \$130,000.

Charges:

A thorough review of pricing is required, with flexibility to enter into arrangements appropriate for each individual client.

Council's current prices are below those of competitors, and increases around 15% would be possible. This could yield income of approximately \$60,000pa.

Should Council continue with the provision of Trade Waste Services it is proposed that a thorough review of charges be undertaken, effective as from 1st July 2005.

To facilitate this review a person would need to be engaged for approximately 6 weeks, at a cost of say \$6,000, to formalise the pricing and service delivery arrangements with each individual client.

Marketing:

The Draft Budget for 2005/06 includes provision of \$3,000 for marketing of Trade Waste Services

Goolawah Reserve:

A recommendation to Council's meeting of 12th April 2005 –
"That consideration be given to the inclusion of \$15,000 in the 2005/06 Draft Budget for the review of the Plan of Management for Goolawah Reserve."

was deferred pending the calling for expressions of interest for the operation and development of the primitive camping ground at Goolawah Reserve.

Depending upon the expressions of interest received it may still be necessary to review the Plan of Management for the whole of Goolawah Reserve. If provision for this item is not made at this time it may need to be re-visited during 2005/06.

REPORT IMPLICATIONS:

- ***Environmental***

Nil.

- ***Social***

Nil.

- ***Economic (Financial)***

Addressed in report.

- ***Policy or Statutory***

Nil.

- ***Director's Review***

In formulating the Budget it is necessary to differentiate between the things we "need" against the things we "want". The "wants" should be cut-back on first.

In my opinion the provision of appropriate levels of funding for Fleet Replacement and Upgrading Computer Equipment are "needs" (ie. essential), and the proposed cut-backs will inevitably result in lost productivity of much greater value than the potential saving.

Director Corporate Services Recommendation:

For the information of Council.

SUMMARY:

Reporting on the preparation of the schedule of Draft Fees and Charges for 2005/06.



A schedule setting out Councils Fees and Charges for 2004/05, and those proposed for 2005/06 is attached.

Council is required to give public notice of the amount of its proposed fees in the Draft Management Plan for the year in which the fees are to be made.

The attached schedule also includes Council's proposed pricing methodology for determining the pricing of the services provided.

The proposed Fees for Trade Waste Services have not been determined at this time as the provision of the service is subject to Council's consideration.

REPORT IMPLICATIONS

- *Environmental*

Nil

- *Social*

Nil

- *Economic*

The proposed Fees and Charges have been set in line with the income provisions within the 2005/06 Draft Budget.

- *Policy or Statutory*

Nil

- *Director's Comment*

As per Report.

Director Corporate Services Recommendation:

That the schedule of 2005/06 Draft Fees and Charges be adopted for inclusion and advertisement with the 2005/06 Draft Management Plan.

.....
G B Snape
DIRECTOR CORPORATE SERVICES

GENERAL MANAGER'S REPORT

| | |
|-----|-------------------------------|
| GM1 | 2005/06 BUDGET FILE: * AVB |
|-----|-------------------------------|

SUMMARY:

To provide an overview of the financial implications of the proposed 2004/05 Budget.



The budget document is a five (5) year financial plan for General Water and Sewerage funds and for Domestic Waste management. There is a need for Council to balance each of the five (5) years.

Council has expressed the view that it would like to allocate additional resources to roads maintenance and construction. Two budget workshops were held on the 23 March and the 4 April to examine alternative options in regard to service provision, to confirm that the 2004/05 program will in fact be finalised prior to the 30 June 2005 and to examine new initiatives proposed for the 2005/06 year.

As a result of those workshops, Council deleted the following allocations from the draft budget:-

| | |
|---|---------|
| Kemp Street Cycleway | 50,000 |
| South Kempsey Park Graffiti Removal | 3,000 |
| Goolawah Reserve marketing | 3,000 |
| Defer Trial Bay Bridge 12 months | 60,000 |
| Baths Capital | 45,000 |
| Community Building Maintenance Capital | |
| - paint Boatman's Cottage No. 1 | 10,000 |
| - new rood on Pilot Station | 15,500 |
| Emergency Risk Management Study | 13,333 |
| Crescent Head Tip Site Upgrade | 20,000 |
| Park Upgrade Hat Head | 19,500 |
| Fence West Kempsey Cemetery (Finance over two (2) years) | 25,000 |
| DCP SWR | 15,000 |
| Kempsey Strategic Direction MasterPlan | 100,000 |
| MasterPlan Review SWR | 10,000 |

| | |
|-------------------------------|--------|
| Economic Development Projects | 40,000 |
| PC Upgrades | 40,000 |
| High Speed Scanner | 15,000 |
| Fleet | 75,000 |

\$559,333

and resolved the following: -

That the Director Shire Services provide a report on: -

- a. The cost of provision of current domestic waste services plus a fortnightly recycling
- b. The cost of provision of a fortnightly domestic waste service and fortnightly kerbside recycling service
- c. And that the report be provided as part of the budget preparations
- d. That the Director Shire Services report on the consequences of reducing the allocation for sporting field operating expenses for the 05/06 budget year
- e. That the Director Shire Services look at alternative means of reducing costs in sporting fields.

The above allocations have been deleted from the draft budget as presented and the reports on domestic waste/recycling and sporting field form part of today's agenda. A copy of my report on Service Provision Review is attached [Appendix A](#)

The draft budget as presented provides in respect of the 2005/06 year a surplus of \$1,665 for Water Fund, a surplus of \$1,338 for Sewerage Fund, a balanced budget for Domestic Waste and a deficit of \$652,731 for General Fund.

In preparing the draft budget document the following assumptions have been made: -

| | | |
|-----------------------------------|---------|--------|
| Ministers Increase – General Fund | | 3.5% |
| Inflation Rate | | 2.0% |
| Interest Rate – Loan Borrowings | | 6.6% |
| Interest Rate – Investments | | 5.5% |
| Salary Increases under the Award | | 4% |
| On Cost | Indoor | 38.75% |
| | Outdoor | 44.25% |

As reported earlier Council is required to contribute an amount of \$275,000 as an employer superannuation contribution in the 2005/06 year for the Local Government Retirement Scheme and workers compensation premiums have risen dramatically as a result of the severity of claims and work category rate increases. This together with the 4% salary and wage increase has increased noticeably the salary provisions in the budget.

During the workshops the following projects were identified as needing revoting and expended in the 2005/06 year: -

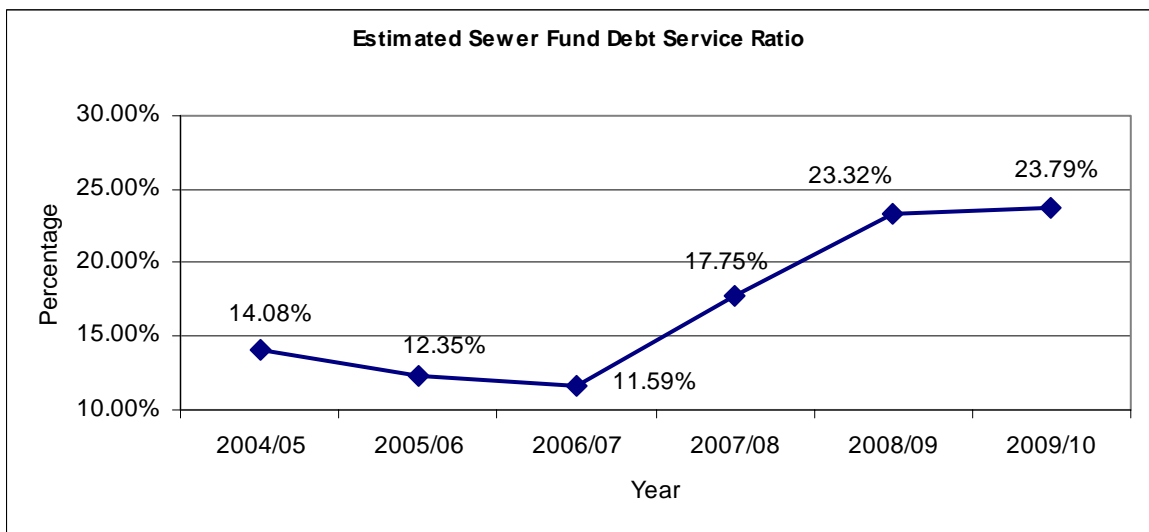
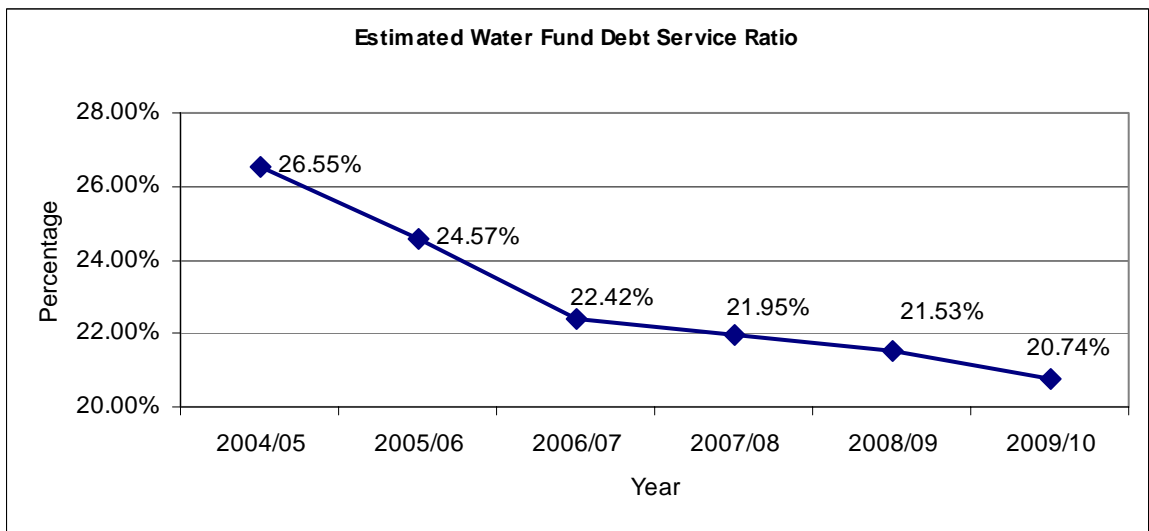
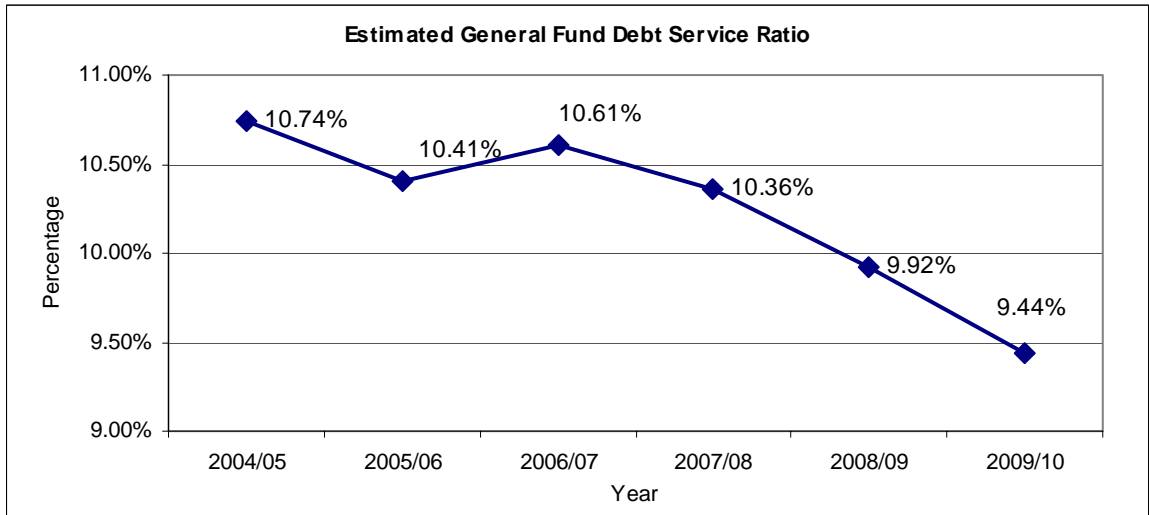
Water and Sewerage

| | | | |
|-----------------------|-------------|-----|-----------------|
| Augmentation SWR STW | \$ 473,073 | (C) | ongoing program |
| Aug. Frederickton STW | \$ 50,000 | (C) | ongoing program |
| Willawarrin Sewerage | \$ 30,000 | (R) | |
| Bellbrook Sewerage | \$ 30,000 | (R) | |
| SWR Filtration Plant | \$1,000,000 | (L) | ongoing program |

General Fund

| | | | |
|---|------------|-------|-----------------|
| Bellbrook Tip Site Amenities | \$ 15,000 | (R) | |
| Sun Shades over Playgrounds | \$ 9,000 | (94) | |
| SWR Baths EPA Works | \$ 53,000 | (L) | |
| Gladstone Baths EPA Works | \$ 53,350 | (L) | |
| Gladstone SES | \$ 60,000 | (L) | |
| Other Caravan Parks Compliance Works | \$ 798,756 | (L) | |
| Hat Head Caravan Park Upgrade | \$ 115,000 | (L) | |
| Stuarts Point Caravan park Upgrade | \$ 238,000 | (L) | |
| Grassy Head Caravan Park Upgrade | \$ 120,000 | (L) | |
| Saleyards Canteen Upgrade | \$ 6,000 | (L) | |
| Saleyards Upgrade Works | \$ 295,000 | (L) | ongoing program |
| Spencerville Distributor Road Study | \$ 70,000 | (R&G) | |
| Spencerville/New Entrance Management Plan | \$ 70,000 | (R&G) | |
| Transport Inspection Day | \$ 4,000 | (R) | |
| Business Incentive Policy | \$ 7,000 | (R) | |

Council should not limit their budget deliberations to pruning expenditures voted from rate income. Works to be funded by loans are cost neutral in the budget but the principal and interest repayments impact on future years. It is also important that Council retain its Debt Service Ratio at an acceptable level. The loan programme is outlined on page 119/120. If Council borrows for this program of works our debt service ratio for each fund will be: -



Major new works or increases in expenditure included in the budget and financed from revenue are: -

| Item | 2004/05 | 2005/06 | Difference |
|--|----------------|----------------|-------------------|
| Road Maintenance | 1,637,794 | 1,853,314 | 215,520 |
| Resealing | 435,000 | 540,000 | 105,000 |
| Pavement Strengthening | 333,000 | 425,000 | 91,500 |
| Gravel Resheeting | 770,000 | 810,000 | <u>40,000</u> |
| | | | \$452,020 |
| Stormwater Quality devices | Nil | 10,000 | 10,000 |
| Car parking Asset Management (Stuart Street) | Nil | 15,000 | 15,000 |
| Baths Capital Programs | Nil | 10,000 | 10,000 |
| Community Building Maint. & Capital | 45,500 | 57,500 | 12,000 |
| SWR Tip Site Upgrade | Nil | 10,000 | 10,000 |
| Horticultural Capital Exp | 30,000 | 44,000 | 14,000 |
| Sporting Field Capital | 5,000 | 54,000 | 49,000 |
| Cemetery Capital | 24,500 | 55,000 | 30,500 |
| Cemetery Maintenance | 159,000 | 220,000 | 61,000 |
| Strategic Plans | 65,000 | 101,000 | 36,000 |
| Additional Town Planner | Nil | 60,360 | 60,360 |
| Computer Equipment | 106,000 | 126,000 | 20,000 |
| General Fund Fleet Purchases | 546,500 | 738,441 | 189,941 |

As mentioned earlier Council would like to allocate additional expenditure to the road network. In this regard Council adopted a strategic emphasis for roads at its meeting held on the 14 February 2005 as follows: -

- Council should continue to pursue Federal Government for additional funding for Local Roads.
- As previously detailed, Council's funding is limited. Priority therefore needs to be given to funding Specific Road Maintenance so that the Road Network is maintained at sustainable levels ahead of new capital projects. All new capital projects should be considered in accordance with the Road Asset Acquisition Policy.
- Sealed Road Specific Maintenance should received priority over Unsealed Roads Specific Maintenance.
- Resealing should in turn receive priority over Rehabilitation.
- Council should be diligent in preparing Section 94 Plans for Roads in order to secure maximum funding.

- For Regional Roads, consideration needs to be given as to whether Council Funds should be expended in addition to Block Grant Funding. In addition Council should lobby State Government for additional funding contribution towards Regional roads.
- Specific maintenance projects should receive priority funding under the Roads to Recovery Program.

Council at its April Ordinary meeting resolved;

That in conjunction with the Draft 2005/06 Budget, Council be provided with a total estimated cost of the proposed Customer First Centre including:-

- Office restructure – buildings, furniture and fittings
- Staff training
- Additional staff
- Introduction of hotelier system, swipe card access, NEC phone system
- Staff salaries, pay systems and uniforms
- The cost of renovating of the current facility or layout to acceptable OH&S requirements

As advised previously the actual building cost of the Customer First Centre will not be known until tenders are called. The architect has estimated the cost as follows:-

| | |
|--|-----------|
| Customer Service Centre – 264m2 | \$555,000 |
| Staff Amenities – 121m2 internal 65m2 covered way | |

The architects estimate includes the cost of fixtures and fittings such as carpet and fixed furnishings such as a counter. Council has provided \$200,000 in the 2004/05 budget and provision has been made for a further loan of \$800,000 in the 2005/06 budget. There is no actual cost to Council until loan repayments need to be made. We will not raise loans until expenditure has been incurred. This practice has occurred previously where provision is made in the budget where actual costs are not known e.g. Macleay Street, Frederickton and the second bridge crossing. At [Appendix B](#) a schedule showing the affect of the Customer First Centre expenditure on our debt service ratio taking into account known loan expenditure and an estimated loan expenditure of \$750,000 from the 2010/11 year.

The cost of additional furnishings is:-
(Costings are GST exclusive)

Counter area

All this area will be fitted out as part of the building - see above
Four matching typist's chairs will need to be provided at front counter - the most affordable chair, with lumbar support and full height and back rake adjustment, start at \$202 each -(\$734.55)

Foyer area

No furniture required

Public area

6 individual chairs for reception area - not bench or three seater arrangement - prices, depending on fabric and style, range from: -

Spain (P64) - \$466 to \$499 (\$2541.82/\$2721.82)

Venus (P68) - \$360 to \$415 (\$1963.64/\$2263.64)

Madrid (P68) - \$688 to \$780 (\$3752.73/44254.55)

Meeting/Interview Rooms

Two 900mm tables each \$299 (P45) \$269 (P102) - (\$543.64/\$489.10)

Eight Metro chairs each \$108 to \$132 depending on fabric (P96) (\$785.46/\$960)

four seat call centre workstations

Office Organisation - 2 x 4 way "Clever Clusters" with legs (A P30 style but in grey) at \$1613.30 each - (\$2933.28)

Mobile pedestal (hotelier system) - 3 or 4 drawer in grey - 8 x \$232 - (\$1687.28)

Locks for mobile pedestals - if required - 8 x \$55 - (\$400)

3 desks with returns - 1 each for Customer First Coordinator, Public Relations Officer and Website Administrator.

3 x Corner Workstations (O P29) - \$590 x 3 - (\$1609.10)

6 x Fitted pedestals \$121 - (\$660)

N.B. A preferred and cost saving alternative to the above is to utilise the existing furniture in Engineering for these three positions - this would save \$2,300 and KJF has agreed to this. There may be a need to purchase 3 returns to provide the space required for the officers to perform their tasks. This cost would only amount to \$135 each - total (\$368.19)

Utilise existing chairs for staff where possible

Round grey table (P27) (\$195.46) and three chairs at \$108 each - (\$295) for breakout/training space

Manager's office

utilise existing office furniture - no cost

Kitchen

- Urn, fridge and microwave (\$550)

Total cost of furnishings \$19,020.15- \$20,071.97

Council at its meeting held on the 8 March approved the revoting of \$63,086.00 to fund the development of the Customer First Systems and forms and for the employment of one additional staff member. This amount also includes the cost of training the staff in all facets of Council's operations.

The restructure adopted by Council saw the creation of the position of Customer First Manager, one of two new management positions in the organisation. The restructure also saw a reduction of four positions that funded the two new positions and provided a saving in salaries and wages of approximately \$40,000 per annum.

The cost of the hotelier system (mobile sets of draws) is included in the above furniture list (\$1,687.28). The swipe card access is to provide security to all of Council's buildings and is a necessity regardless of whether a Customer First Centre is constructed. A quotation of \$27,060 was obtained in 2004. The NEC phone system needs to be expanded for the call centre at a cost of \$5,390.

Staff will be employed under our existing pay system and will be categorised as follows:-

| | |
|-----------------------------|-------------|
| Customer First Manager | Level Q2 |
| Customer First Co-ordinator | Level G1 |
| Customer Service Officers | Level D1-D4 |

The cost of uniforms for the Customer Service Centre staff is \$5,000.

It is important that the Customer First Centre is visible to the public and becomes the public face of the Civic Centre. For this reason it is important that the Customer First Centre has street access. Street access would allow us to divert all public access to the Civic Centre to one area.

Staff have investigated proposals to convert part of a Civic Centre building to a Customer First Centre. This can be done in the administration building. The cost of the conversion would be approximately \$249,000.

The disadvantages of this option are:-

- o The area selected (Rates and IT area) is still smaller than the proposal to construct a new building 198m²
- o Public access to the Mayor and General Manager and staff access to the strong room would be through the Customer First Centre
- o Existing pillars cannot be removed
- o Nine (9) staff need to be reallocated to other accommodation
- o Does not overcome the cramped working conditions nor the non-compliance with Occupational Health and Safety issues for staff in the other buildings

Accommodation would need to be acquired to relocate staff. Number 30 (\$159,000) and number 32 (\$185,000) Tozer Street are for sale but are not ideal as they are remote to the Civic Centre complex. The houses from the outside require maintenance and would need to be converted to office space. The cost of converting 3 Harold Walker Avenue in 1999 was \$83,346. The total cost of renovations to the Civic Centre and houses and purchases would be in the vicinity of \$800,000 and you still haven't

overcome existing accommodation shortages. Another alternative is to purchase the Masonic Hall but this could be a long term negotiation.

The only additional staff provided for in the draft budget is the approved additional Customer Service Officer, a Town Planner, and a part-time co-ordinator for the Saleyards. Other additional staff required but not provided for include: -

- ✓ Increase the Website Administrators position from 28 hours to 35 hours \$9,400
- ✓ Records Trainee \$24,000
- ✓ Sustainable Development Support Operator \$30,000
- ✓ Shire Services Development Support Operator \$30,000
- ✓ Small Business Support \$40,000
- ✓ Computer Hardware Support \$20,000

Sewerage pricing has been deferred to the budget meeting for consideration. The phasing in of user pays over a three (3) year period is estimated to save residential ratepayers approximately \$11 per annum for each of the three (3) years (\$33 accumulative). Phasing in over a longer period will reduce this reduction and limit Council's ability to offset the reduction with an increase in the General Fund Rate.

It is planned to introduce a kerbside recycling service in the 2005/06 year but its introduction is not likely until early in 2006. Tenders have closed for the establishment and operation of a recycling centre for the Cairncross facility in Hastings Shire and tender documents for the collection service are in the process of being prepared.

Under Section 496 of the Local Government Act Council must make and levy an annual charge for the provision of domestic waste management serviced for each parcel of ratable land for which the service is available. In other words, Council can impose a charge on vacant land within a garbage collection district. Council has not imposed a charge in the past but other Councils in the area have. Charges made by other adjoining Councils are: -

| | | 2003/2004 | 2004/05 |
|--------------------|-------|------------------|----------------|
| Bellingen | | \$40.00 | |
| Nambucca | Urban | \$99.00 | \$119.00 |
| | Rural | \$29.00 | \$40.00 |
| Coffs Harbour | | \$20.00 | \$21.00 |
| Hastings | | \$30.00 | \$30.85 |
| Greater Taree | | \$21.00 | \$21.00 |
| Great Lakes | | \$20.00 | \$20.00 |
| Armidale Dumersque | | \$60.00 | \$60.00 |

There are 523 vacant blocks within our residential areas where a charge could apply. We are not proposing a charge on vacant rural land within a garbage district. If a charge of \$20.00 was applied this would ease the rate burden on residential properties by \$10,460 and similarly if the charge was \$25.00 the amount raised would be \$13,075.

Council can apply to the Department of Local Government for a special rate increase and the guidelines for the application form part of [Appendix A](#).

An amount of \$42,000 was provided in the 2004/05 budget for recycling establishment costs and is not needed. The draft budget has transferred that amount to reserve with a subsequent transfer from reserve in 2005/06. That reduces the amount required to be collected as a domestic waste charge by \$42,000. As a result the domestic waste charge for 2005/06 will increase by only \$28.70 to \$165.60 and this includes a kerbside recycling component of \$30 for the half year.

If Council reduces the General Fund Budget by \$652,731 the General Rate Increase is 3.5%. An amount of \$1,150,000 has been included in the budget for additional road works to be funded with a special rate increase. If Council proceeds with raising the additional \$1,150,000 the total rate increase would be 17.5%. Each 1% represents \$81,500.

The draft budget allows for a water rate usage charge increase of 3.5%. There is no increase in the water rate. There is no budgeted increase for sewerage rates but this is dependent on water usage charges. The residential component could reduce depending on the phase-in timetable for user pays.

Once the budget is adopted by Council, details need to be included in the Draft Management Plan which must be placed on exhibition for at least 28 days. Council needs to finalise its budget deliberations by the 6 May to enable it to adopt the Management Plan for 2005/2006 by the due date the 30 June 2005.

REPORT IMPLICATIONS:

- ***Environmental***

The draft budget provides for environmental programs to be undertaken by Council.

- ***Social***

The draft budget provides for social programs to be undertaken by Council.

- ***Economic (Financial)***

Council needs to adopt a balanced budget. If additional funding is required this will need an application to the Minister for a Special Rate increase.

- *Policy or Statutory*

Nil

- *General Manager's Review*

As per report.

General Manager's Recommendation:

For Council's determination.

2005. 299 RESOLVED:

*Moved: Cl. Howell
Seconded: Cl. Green*

That the 2005/2006 draft estimates be adopted subject to the following amendments:-

- a) **the increase in development control fees as detailed in the Director Sustainable Development Services Report be included with resultant increase in income of \$47,000**
- b) **the adjustment of the rate income as shown in the Draft Estimates by an additional \$40,000 revenue**
- c) **the addition of \$280,000 allocated to the Plant Fund**
- d) **the deletions of the following items:-**
 - **Shelter at Majors Creek \$3,000**
 - **Shelter at Nelsons Wharf \$2,000**
 - **West Kempsey cemetery fence \$25,000**
 - **East Kempsey Cemetery extension \$25,000**
 - **Regional Film & Television contribution \$8,262**
 - **Back Creek Footbridge SWR \$30,000**
 - **SWR Median construction \$15,000**
 - **Gladstone Pool Management \$42,000**
 - **South West Rocks Pool Management \$42,000**
 - **Community Survey \$8,000**
 - **Mayors Christmas function \$12,000**
- e) **The reduction in Cemetery working and maintenance expenses from \$220,000 to \$175,000**
- f) **That Stuart Street carpark \$15,000 be funded from section 94 developer contributions.**
- g) **The addition of \$5,000 for the election reserve**

- h) That Council apply for a special variation in the General Rate of 7% above the rate pegging limit.

2005. 300 RESOLVED:

*Moved: Cl. Green
Seconded: Cl. McWilliam*

That Council adopt the proposed introduction of Sewerage Pricing in 2005/2006 incorporating the following:-

- Macleay Water to contact "mixed daily use and fire service" meter customers to determine an access charge relevant to their daily use requirements
- extending phase-in to five (5) years for approximately 20 high cost impact customers
- Macleay Water to report to Council on extended phase-in impacts to residential customers

MOVED:

*Moved: Cl. Hunt
Seconded: Cl. Green*

That kerbside recycling services proposed in the 2005 / 06 budget be deferred for 12 months pending further discussions with Hastings Council on a joint proposal under the auspices of Midwaste.

An Amendment was MOVED:

*Moved: Cl. Saul
Seconded: Cl. Walker*

That the recycling services proposed in the 2005 / 06 budget be deferred for 12 months.

The AMENDMENT was PUT to the Meeting and was LOST.

2005. 301 The MOTION was PUT to the MEETING and was CARRIED.

2005. 302 RESOLVED:

*Moved: Cl. Sowter
Seconded: Cl. Bowell*

That negotiations be entered into for the provision for alternative trade waste services with a view to ceasing trade waste and bulk bins pick up but that Council retain the servicing of all sulo bins.

2005. 303 RESOLVED:

*Moved: Cl. Hunt
Seconded: Cl. McWilliam*

That the capital works expenditure on the Saleyards be allocated over four (4) years as follows:-

2005 / 06 \$250,000
2006 / 07 \$250,000
2007 / 08 \$250,000

2008 / 09 \$250,000

2005. 304 RESOLVED:

*Moved: Cl. McWilliam
Seconded: Cl. Hunt*

That a \$30 domestic waste charge for vacant residential land be introduced in 2005 / 06.

2005. 305 RESOLVED:

*Moved: Cl. Sowter
Seconded: Cl. Hunt*

That the charge for vehicles on beaches permits in Kempsey Shire be increased to \$35 for 2005 / 06 and then \$50 for 2006 / 07.

The Mayor noted that the foregoing resolution was passed unanimously.

2005. 306 RESOLVED:

*Moved: Cl. Hunt
Seconded: Cl. Green*

That the draft fees and charges document be reviewed to reflect user pays principles prior to inclusion and advertisement with the preparation of the 2005 / 06 Management Plan.

DIRECTOR SHIRE SERVICES SUPPLEMENTARY REPORT

| | |
|-------|----------------------------------|
| DSS1 | SPORTS FIELDS OPERATING EXPENSES |
| SUPP. | FILE: * ELJ |

SUMMARY:

A thorough investigation of usage and user groups of Council's sports field and associated amenities will be carried out with partnerships in mind to share the operational cost with user groups.



Council resolved at its extraordinary meeting of Council on the 4th of April, 2005 the following:

- a. That the Director Shire Services report on the consequences of reducing the allocation for sporting field operating expenses for the 05 / 06 budget year
- b. That the Director Shire Services look at alternative means of reducing costs in sporting fields

Possible consequences of reducing the allocation for sporting field operating expenses in the 2005/06 budget may include:

- complaints from user groups;
- complaints from the general public of unsightly and poorly maintained public spaces;
- liability issues;
- increase in environmental and noxious weeds;
- degradation of public land.

However, in order to prepare a thorough report on the above issues, an investigation needs to be carried out in relation to usage and current operational cost to Council on maintaining sporting fields and related amenities.

This investigation is proposed to be carried out by the newly appointed Open Space & Recreation Coordinator commencing with Council on 9 May, 2005. By allocating such a task to the new coordinator, we gain a fresh view on the issues at hand and the incumbent is also provided with detailed information on Councils operation of Sporting fields, which falls under this position's control.

Without a thorough and updated investigation on the usage and user groups, we are unable to provide the information asked by Council.

REPORT IMPLICATIONS:

- ***Environmental***

The environmental implications as a result of the investigation will be assessed and reported subsequently as consequences of reducing the operational budget.

- ***Social***

By working closely with user groups the aim is to form partnerships and cooperation in order to find alternative methods to reduce operational cost to Council and to promote ownership and responsibility amongst user groups

- ***Economic (Financial)***

The aim of the investigation is to reduce Council's operational cost for sporting fields.

- ***Policy or Statutory***

Council has an obligation to maintain and be the caretaker of public land.

- ***Director's Review***

As per report.

2005. 307 **RESOLVED:**

*Moved: Cl. Green
Seconded: Cl. Hunt*

That a thorough investigation be carried out of the sporting field operating expenses for the 2005/06 budget year by assessing user groups and usage, facility and grounds maintenance while looking at alternative means of reducing operational costs in sporting fields.

| |
|--|
| DSS2 JERSEYVILLE SEWERAGE SCHEME SUPP. FILE: S8-1 GRP |
|--|

SUMMARY:

Reporting on the progress of construction of the Jerseyville sewerage system.



DESCRIPTION:

Macleay Water held a public meeting at the CWA Hall at South West Rocks on 18th April 2005 to discuss the concerns of the Jerseyville Landowners regarding the installation of a low-pressure grinder pump (LPGP) system.

From this meeting, it was evident that there are a number of landowners who are not satisfied with the LPGP system, primarily from an ongoing cost point of view. Some landowners have completed a questionnaire, and have shown that their preference is to have a gravity sewerage system.

Macleay Water is now proposing to undertake some soil and water sampling, to confirm the existence of acid sulphate soil and contamination of the water table from the septic tanks. It is also proposed to create a comprehensive information sheet and consultation form, which will be used in a "house to house" survey.

The information sheet will include the following items for gravity, on site pump-out, vacuum and LPGP systems for the village of Jerseyville:

- Explanation of each system.
- Advantages and disadvantages.
- Basic construction costs.
- Extra construction costs, which may be required.
- Basic construction techniques.
- Any foreseen problems during construction.

- Initial and ongoing costs for landowners.
- Results of any previous investigations.

REPORT IMPLICATIONS:

- *Environmental*

None

- *Social*

The landowners have been advising council that they are not in agreeance with the proposed LPGP system. This consultation process would explain to landowners the differences between all sewerage systems and create more understanding of why this system should be used in the Jerseyville area.

- *Economic (Financial)*

Costs only for investigation and survey purposes.

- *Policy or Statutory*

None

- *Director's Review*

As per report.

2005. 308 **RESOLVED:**

*Moved: Cl. Green
Seconded: Cl. Sowter*

1. That work on provision of a LPGP system be temporarily suspended.
2. That further investigation and consultation be completed as outlined above.
3. That Macleay Water report back to Council by the August Ordinary Meeting with the outcomes from this process before proceeding further.



The following item GM1 was also dealt with earlier in the meeting in conjunction with DSDS1. Water Supply and Sewerage Services 2005 / 2006 Draft Estimates referred in item GM1 were dealt with at this time.

GENERAL MANAGER'S REPORT

SUMMARY:

To provide an overview of the financial implications of the proposed 2004/05 Budget.

**2005. 309 RESOLVED:**

*Moved: Cl. Howell
Seconded: Cl. Sowter*

1. That the 2005/2006 draft estimates for water supply access charges remain the same and the usage charge be increased by 3.5% (3c per kilolitre).
2. That the draft estimates for sewerage remain unchanged for 2005 / 06.

The Mayor noted that the foregoing resolution was passed unanimously.

**LATE BUSINESS – DATE FOR WORKS INSPECTIONS****2005. 310 RESOLVED:**

*Moved: Cl. Howell
Seconded: Cl. Sowter*

That the following matters be dealt with at this meeting as they are deemed by the Mayor to be matters of urgency.

2005. 311 RESOLVED:

*Moved: Cl. Hayes
Seconded: Cl. Sowter*

That a Works Inspection be scheduled for Thursday 12th May 2005 commencing 9.00am.

2005. 312 RESOLVED:

*Moved: Cl. Hayes
Seconded: Cl. Sowter*

That Cairncross Waste Management Facility inspection be scheduled for Wednesday 18th May 2005 commencing at 9.00am.



QUESTIONS WITHOUT NOTICE

Councillor E R Walker

- 1 What is the situation regarding placement of old caravans in the Central Caravan Park in Kempsey?

Response: The Director Sustainable Development Services advised that he is investigating this matter.

Councillor B R Sowter

- 1 Would the Director Shire Services investigate the site distance for traffic at the Jerseyville bridge and could this matter be included in the Works Inspection on 12th May 2005?

Response: The Director Shire Services will investigate.

Councillor D F Saul

- 1 What is the situation with the Stuarts Point Sewerage and can the residents be advised?

Response: The Mayor advised that she has written to the Stuarts Point and District Citizens Organisation (SPADCO) on the situation.

- 2 The recent advertising of NSW Tourism North Coast does not include Kempsey. Does the Mayor know why?

Response: The Mayor advised that she will contact this body regarding this.

Councillor R McWilliam

- 1 Is there something that could be done to restrict the speed of push bikes using the Phillip Drive Cycleway?

Response: The Director Shire Services will investigate.

- 2 Can Council include on the next Works Inspection a development matter regarding a house at South West Rocks that is being referred to the next Council meeting?

Response: That Mayor advised that the Works Inspection is on the 12th May which is after the Council meeting so Councillor McWilliam will need to move a motion at the 10th May Council meeting for it to be referred to the Works Inspection.

Councillor J Gribbin

- 1 To the Director Corporate Services. On 4th April, I requested information on cheque numbers. I have still not received an answer. Why?

Response: The Director Corporate Services will arrange.

- 2 To the General Manager. I have requested on at least two occasions the agenda for the General Managers review on 18th January 2005 and have not been supplied with a copy. Why?

Response: The General Manager advised that he had been advised by staff that the agenda had been supplied. A copy will be arranged.

- 3 Has the General Manager received correspondence from Government Departments regarding questions asked by Mr Andrew Stoner MP in the legislative assembly on April 6 and 7, 2005?

Response: The General Manager advised that no contact from Government departments had been received as yet.

- 4 To the Mayor. Why was the vote and decision by Councillors to allow me to wait until I received a letter from the Director General on my alleged misconduct not shown in the minutes of the Ordinary meeting held on 12th April 2005?

Response: The Mayor advised if Councillor Gribbin considered the minutes not accurate that this should be raised at the next Ordinary Council meeting when the minutes are confirmed.

- 5 The Director Sustainable Development Services was going to supply me with a copy of the drawings and DA for the pontoon at New Entrance. When will this be forthcoming?

Response: The Director Sustainable Development Services will arrange.

- 6 Has the Director Sustainable Development Services received a letter from Mr Michael Hinchey regarding the approval of Lot 32 DP 855717 at 16 Paragon Avenue, South West Rocks and will Councillors receive a copy?

Response: The Director Sustainable Development Services advised that the letter has been received and Councillors can be provided with a copy of the Director's reply. It would be up to Mr Hinchey to provide a copy to all Councillors if he wishes.

Councillor E A Green

- 1 Do helicopters landing in public parks in Kempsey Shire require permission as one recently landed in Chapple Park, Kempsey?

Response: The Director Shire Services advised that approval is required as per Council's policy and this matter will be investigated.

- 2 Would the matter of old vehicles and caravans parked at the residence on the Pacific Highway near Nortons Recycling Depot be investigated?

Response: The Director Sustainable Development Services will investigate.

Councillor J H Howell

- 1 Would the issues raised by Mr Stoner MP in parliament regarding Kempsey Shire Council be obtained and a copy provided for Councillors?

Response: The General Manager will arrange.

Councillor Hayes

- 1 Would the holes in the road surface following tree removal in Tozer Street be investigated, particularly outside number 73 Tozer Street?

Response: The Director Shire Services will investigate.

- 2 Would Council's congratulations be passed on to Waste Services employee, Mr Supple who was highly praised by Mrs Hollace recently for his quality service in undertaking his job.

Response: The Director Shire Services will pass this compliment on to the employee.



CONCLUSION:

There being no further business, the Meeting terminated at 5.34 p.m.

